

## **1. BUDGET OVERVIEW: EXECUTIVE SUMMARY**

The strategic objectives, key performance areas and measurable indicators for all Directors as outlined in the IDP document forms the basis of the 2011/12 – 2013/14 Medium Term Expenditure and Revenue Framework. The objectives and the KPA's are further detailed in the service delivery budget implementation plan (SDBIP) of the director to *operationalise* the contents of the IDP. The directors also sign performance agreements to ensure that service delivery to the community is assured.

The budget is aligned with the IDP document through target amounts budget for projects and/programmes indicated in directors' SDBIP's.

Note should be taken that Mafikeng Local Municipality is neither a water authority nor an electricity distributor. Thus MIG (transfers from National Treasury direct to district) water projects are undertaken by the district municipality. As at the time of this budgeting process, the sec 78 processes, led by Ngaka Modiri Molema District Municipality, were still continuing.

In preparing the 2011/12 budget the municipality used National Treasury circulars as guidelines in order to arrive at a credible and funded budget (MFMA Circulars 10, 18, 19, 21, 28, 42, 51 and 54). Emphasis was made to the guidelines of MFMA to Circulars 18 and 21 to arrive at credible and funded budget. In addition to the local government strategic objectives the 2011/12 budget was compiled to achieve the objectives of the Financial Recovery Plan. As a result cost cutting and revenue enhancement measures were taken into account.

Cost cutting measures by the municipality include: fleet management system, telephone management, customer care, meter audit, debt collection, reform of procurement process, fighting corruption, and completing the revised organization structure.

The revision of the organization structure is borne by the fact that manpower expenditure still constitute more than 50% of the operating budget (54% of the budget). The 54% excludes an amount of R5.6 million of locomotion allowance.

Account was taken of the debt collection rates of 72% which reduced the generated revenue from R417,1 million R340.1million.

## **2. BUDGET ASSUMPTION**

### **2.1 Budget Summary**

#### **2.1.2 Revenue**

A total revenue of R417.1 million was generated; this amount was reduced by providing for an amount of R49.2 million for the possible non-payment rate of 28%.

User charges were increased by 7%. The collection rate of 72% was used based on the actual collection to date. The collection rate increased after efforts were put in place in line with the Financial Recovery Plan. Public Works (National) government debt remains a matter of concern. The municipality has reported the matter to National Treasury in line with MFMA.

In determining other revenue sources such as licenses & permits, traffic fines and other tariffs-related income, historical trends were considered.

The valuation roll for the 4-years commencing on 01 July 2011 was considered in determining property rates income. The processes of public participation with regards to the new valuation roll are proceeding in accordance with the Municipal Property Rates Act (MPRA). The tariffs (business/commercial, government, residential and industrial) were reduced to be in line with other municipalities of similar category. Cognizance was taken that Mafikeng Local Municipality does not have electricity as a source of revenue. The major source of revenue remains property rates (15% of total revenue).

Farms were included in the valuations roll for the first time in the valuation roll. The tariffs for farms amounts to 25% of residential tariffs and the full tariffs are to be phased in over a period of four years.

The above consideration into the property rates revenue resulted in a decrease in revenue in comparison with the previous financial year. The calculation of this category of income, took into account that there was some resistance expressed by consumers to the property rates although many did not lodge objections during the objection window period.

The equitable share amounts to R105.7 million (increase by 8.2%) while the Municipal Infrastructure Grants has increased by 20.4% to amount to R35.4 million.

### **2.1.2 Expenditure**

Road maintenance took into consideration the fact that major roads were currently being refurbished with the assistance of the provincial Department of Public Works, Roads and Transport, and the application of loan to repair and reseal roads in the 2011/12 financial year.

Salaries were increased by 6.08% while councillor's remuneration were increased by 5.0% from the previous year upper limits. Manpower related expenses remains more than 50% of operational expenses. It must also be noted that provision was not made for vacancies.

The municipality is carrying electricity expenses for both rural and urban indigent consumers (7 111 indigents receive 50 kW). This numbers increases every months as new indigents are registered.

The indigent register for other municipal services will be recorded in accordance with the revised indigent policy. The policy aims to provide 12 kilolitres of water and limit refuse and sanitation expenses to equitable share provision. The policy further requires indigent consumers to renew their registration on annual basis due constant change in our consumers' status as employment and other opportunities arise. It will be incumbent upon consumers to register on annual basis. Legal alternative methods are used to approve indigence with effect from 01 April 2011.

In determining the cash-funding of the budget, depreciation amounting to R6,6 million was taken as a non-cash item. The indicated as surplus should be read with the amount of R35,4 million of MIG, which amount is used mainly for capital/projects outlined in the IDP document.

During this budget compilation processes, the capital budget (MIG) was allocated to cover the higher priority projects in the IDP.

The detailed budget as per the tables prescribed by the Budget & Reporting Regulations is summarized in the table below:

DESCRIPTION	2007/8 AUDITED	2008/9 AUDITED	2009/10 PROJECTED	2010/11 ADJUSTED BUDGET	2011/12 BUDGET
<b>REVENUE BY SOURCE</b>	('000)	('000)	('000)	('000)	('000)
Property rates	134,421	146,291	158,696	144,218	141,646
Services - water	37,825	50,559	49,817	42,200	47,500
Service - sanitation	15,712	19,329	19,255	17,098	16,935
Service - refuse	9,486	11,200	12,301	14,962	16,050
Service - other	2,467	15,311	5,906	13,144	24,092
Rental of facilities and equipment	2,167	1,468	2,601	3,185	2,960
Interest earned - external investments	2,114	4,238	3,443	1,600	725
Interest earned - outstanding debtors	13,674	15,439	16,583	11,500	11,253
Fines	1,634	3,612	3,109	2,012	1,540
Licenses and permits	3,016	2,050	2,003	4,454	4,487
Operating subsidies	46,465	59,766	78,054	105,716	114,674
Transfers - MIG	-	-	-	29,417	35,381
<b>TOTAL REVENUE</b>	<b>268,982</b>	<b>329,263</b>	<b>351,768</b>	<b>389,506</b>	<b>417,143</b>
<b>EXPENDITURE BY TYPE</b>					
Employee related costs	105,364	117,791	145,348	164,665	170,073
Remuneration CLLRS	11,398	11,570	12,937	16,790	16,995
Depreciation	2,350	4,365	2,649	13,961	16,183
Finance charges/Contracted Services	2,366	2,350	4,365	15,919	18,106
Bulk purchases	35,404	37,949	44,814	42,000	44,520
Other expenditure	73,010	118,522	69,809	112,836	123,362
Total Expenditure	229,893	292,547	279,922	366,171	389,239
<b>Surplus/(Deficit)</b>	<b>39,089</b>	<b>36,716</b>	<b>71,846</b>	<b>23,335</b>	<b>28,018</b>

### 3. CONDITIONAL GRANTS

The following grants are utilized to fund the programmes/projects in accordance with the conditions of the particular grant:

GRANT	PURPOSE	2010/11 (R'000)	2011/12 (R'000)
Municipal Infrastructure Grant (MIG)	Infrastructure	29 417	35 381
Expended Public Works Programme (EPWP)	Construction of infrastructure in EPWP format/mode	870	966
Financial Management Grant (FMG)	MFMA Interns, Financial Management skills training, improving Annual Financial Statements	1 000	2 000
Library Grant	Defray library expenses	670	670
Municipal Systems Improvement Grant (MSIG)	Asset management and public participation	750	830

As conditions of these grants, monthly returns must be submitted to ensure that the grants are spend in line with their conditions. The condition of the EPWP grant is that the municipality claim for amounts utilized in employment created at the time of spending on projects of the municipality.

### 4. LOANS AND INVESTMENTS

The amounts in the investment accounts of the municipality are of short-term nature. All investment are made cautiously in line with MFMA prescripts and Investment Policy of the municipality. Separate accounts are kept for MIG conditional grant and other operating investments. The municipality has only one primary account as required by MFMA.

The municipality has loans with DBSA, INCA and a long-term debt with Standard bank for the lease of vehicles. All the loans were used to fund capital assets and these loans are regularly serviced.

The municipality did not default on its loan obligations. The table below indicates the movement of the long-term liabilities:

	<b>2007/08 (R'000)</b>	<b>2008/09 (R'000)</b>	<b>2009/10 (R'000)</b>	<b>2010/11 (R'000)</b>
DBSA	7,413	23,866	27,982	23,861
Gov Loan (Housing)	186	-	-	-
INCA	22,000	20,818	19,611	17,812
Standard Bank	4,282	7,267	5,317	3,167
<b>TOTAL</b>	<b>33,881</b>	<b>51,951</b>	<b>52,910</b>	<b>44,840</b>

## 5. BUDGET PROCESS

In addition to National Treasury circulars, the municipal budgeting processes and Integrated Development Planning are regulated by legislation such as but not limited to:

- Municipal Finance Management Act
- Municipal Systems Act
- Municipal Structures Act
- Municipal Budget and Reporting Regulations

The municipality further followed the budget process as outlined in National Treasury MFMA Circular 54 and elected to option 1 (approving the 2011/12 Budget before the elections). The key deadlines of the municipality were compiled and approved to comply with this option.

## 6. POLITICAL OVERSIGHT OF THE BUDGET PROCESS

Section 53(1) (a) of MFMA stipulates that the mayor of a must provide political guidance over the budget process and the priorities that must guide the preparation of the budget.

The output and outcome on strengthening the development priorities and business plan for expenditure should be enhanced delivery of services aimed at improving the quality of life for all the people within the municipality.

## **7. PROCESS FOR CONSULTATIONS WITH STAKEHOLDERS**

The process of community consultations with stakeholder will unfold after tabling of the draft budget on 4 April 2011 in line with the schedule of key deadlines. The Mafikeng Local Municipality placed great emphasis on the involvement of communities and all its stakeholders in the integrated development planning, budgeting, implementation and monitoring process. In line with MFMA Section 22 which requires that after tabling of the annual budget in Council, the municipality must make public the tabled budget and invite the local community to submit representations on the draft budget and IDP.

The final Budget and IDP for 2011/12 financial year will be presented to Council for approval after incorporating comments from the budget bench-marking exercise by National Treasury and submissions from the community, sector departments as well as internal stakeholders.

## **8. BUDGET RELATED POLICIES: OVERVIEW AND AMENDMENTS**

### **8.1 Approval of Draft and amended policies**

New and amended policies were submitted to Council for noting on 28/02/2011; these policies will be consulted and work-shopped with internal stakeholders during the week ending 15/04/2011. The policies will be submitted with the final budget for approval by Council.

### **8.2 Budget Related Policies**

#### **✓ Credit Control and Debt Collection Policy**

This policy aims to address the key issues and challenges of credit control and debt collection. The strategic aim is to create an enabling environment in which the objectives of credit control and debt collection can be realized. This policy also serves as a guide in the legislative implementation processes necessary to ensure optimal revenue generation and collection, since increased revenue forms the base for effective service delivery, infrastructure development and investment as well and economic growth,.

The municipality has adopted this policy in recognition to its constitutional obligations of developing the local economy and the provision of acceptable services to the residents.

#### **✓ Assessment Rates**

Rates represent the charges levied by council on properties. This policy aims to address the key issues and challenges of levying assessment rates. The

strategic aim is to create an enabling environment in which the objectives of revenue generation can be realized.

The primary objectives of the assessment rates policy are to ensure that

- the assessment rates of the municipality conform to acceptable policy principles
- municipal services are financially sustainable
- there is certainty in the council of how the assessment rates will be determined
- assessment rates of the municipality comply with the applicable legislation;

It must be stated that the municipality experienced challenges with the first implementation of the new Municipal Property Rates Act (MPRA), which was implemented on 1 July 2006. These challenges will be addressed with the valuation roll to be implemented on 1 July 2011; next financial year budget.

✓ **Burst Pipe Policy**

The water burst pipe policy aims to give consumers a relief in case there was an abnormal consumption due to a water pipe leakage on the side on the consumer's infrastructure. Under those circumstances the consumer is charged for his/her three (3) months average water consumption and charged at normal cost plus 10%.

The onus remains on the consumer to present an invoice of repair of the leaking pipe.

✓ **Supply Chain Management Policy**

The Municipality has adopted the Supply Chain Management Policy to be applied as a guide where there is a need to procure goods or services, dispose goods which are no longer needed, select contractors to provide assistance in the provision of municipal services otherwise than in circumstances where Chapter 8 of the Municipal Systems Act applies, or to select external mechanisms referred to in section 80 (1) (b) of the Municipal Systems Act for the provision municipal services in circumstances contemplated in section 83 of the Act.

However, the adopted policy does not apply (except where provided otherwise) in respect of the procurement of goods and services contemplated in section 110(2) of the Act, including:



- Water from the Department of Water Affairs or public entity or from another municipality, and
- Electricity from Eskom or another public entity or another municipality.

The policy is amended to have an effect on prospective suppliers of goods and service from an amount of R10 000.00.

#### ✓ **Investment Policy**

The purpose of establishing a formal investment policy, as approved by council, was to set broad guidelines within which invest of funds can be made in compliance with the Municipal Finance Management Act, 2003 (Act No.56 of 2003), and the Municipal Investment Regulations prescribed by the Minister of Finance on 1 April 2005 in a Government Gazette No.27431.

The primary objectives of all investments are based on a proper risk analysis before any investment is made. The secondary objective is that the investment made shall be met by the liquidity of the council. The third objective shall be to achieve the maximum return as possible after the primary and secondary objectives are fulfilled.

#### ✓ **Virement Policy**

The Council approves a medium term expenditure framework budget (3-year budget) before the start of the financial year. The approved budget is an estimation of the activities in financial terms period. The budget consists of an operating and a capital budget based on the strategic objectives of the local government. In practice, as the year progresses, circumstances may change such that certain estimates are under-budgeted and others over-budgeted. It is not practical to refer any such deviations to Council and it is therefore common practice to delegate certain authority for transfers to the executive mayor and senior officials. Hence the development and approval of this policy which provides a guide in the movements funds from one vote to the other.

#### ✓ **Asset Management Policy**

The municipality has developed and adopted this policy for the purpose ensuring that the Municipality's fixed assets are acquired, safeguarded, controlled, disposed off and accounted for in accordance with the Provincial Municipals regulations, the Municipal Finance Management Act 56 of 2003 (MFMA), Auditor General's requirements, applicable accounting pronouncements, such as General Recognized Accounting Practices

(GRAP), and in appropriate manner applicable to the management and control of fixed assets.

In addition this policy further addresses the following issues with respect to fixed assets:

- Assignment of responsibility and accountability for fixed assets;
- Definition of the capitalization thresholds for fixed assets;
- Definition of fixed assets
- Method of valuation of old/existing fixed assets;
- Definition of old/existing *vis-à-vis* new fixed assets;
- Ownership of the provincial municipal's fixed assets;
- The general provisions about acquisition, disposal, depreciation of fixed assets;
- management system used to account for and control fixed assets; and
- The property management (with respect to immovable property)

The policy was amended during the 2010/2011 financial year to take GRAP accounting and reporting basis into account.

✓ **Payments policy**

The purpose of the payments policy is to give guidelines to ensure that the municipality pays for goods and services utilised by the municipality within the voted funds. (*Correct amounts, on time, valid suppliers*).

The policy is current in draft format and is being circulated to all stakeholders for comment. The policy will be presented to Council before the end of the current financial year – 2010/2011.

✓ **Petty Cash Policy**

The Petty Cash Policy is developed for the control of Petty Cash to be used at the municipality. The policy also outlines sound financial control measures which includes amongst others, the total cash float to be kept in a safe (which is limited to R2 500-00) as well as the handling thereof which is limited to two municipal officials working at the Finance directorate.

✓ **Subsistence and Travelling Policy**

This policy details the approval and payment of a subsistence and travel allowance for the purposes of official travelling to other municipalities, cities and towns.

✓ **Employment Practice Policy**

The policy is in draft format and has been work-shopped with senior and middle managers. the other stakeholders are still outstanding.

The main purpose of this policy is to:

- promote good human resource management and career development practices, to maximise human capital potential; and
- ensure that MLM 's administration is broadly representative of SA people, with human resources management practices based on ability, objectivity, fairness and the need to redress the imbalances of the past to achieve broad representation.

✓ **Overtime Policy**

The policy is in draft format and has been circulated for comment by all stakeholders.

The purpose of the overtime policy is to regulate and restrict time worked by Council employees, such that it is reasonable and within the scope of work and budget.

✓ **Indigent Policy**

The policy has been developed to ensure the provision of basic services to the community in a sustainable manner, within the financial and administrative capacity of the council; and to provide procedures and guidelines for the subsidization of basic service(s) charges to its indigent households, using the council's budgetary provisions received from central government in accordance with prescribed policy guidelines.

✓ **Budget Policy**

The purpose of this policy is to control and inform the basis, format and information that are included in the Budget documentation.

✓ **Outdoor Advertising Policy**

The aim of this policy is to provide an effective control to all outdoor advertising within the municipal jurisdiction and also to provide for a uniform tariff to prospective advertisers.

# **FINANCE PORTFOLIO**

**04/05/2011**

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## **I.D.P, PMS AND BUDGET PROCESS PLAN 2011/2012**

### **MAFIKENG LOCAL MUNICIPALITY**

	<b>DATE</b>	<b>ACTIVITY</b>	<b>REF</b>	<b>RESPONSIBILITY</b>	<b>TARGET DATE</b>	<b>DATE ACHIEVED</b>
1	<b>AUG 2011</b>	<b><u>SUBMISSION OF SDBIP'S AND PERFORMANCE AGREEMENTS</u></b> The approved SDBIP's and PERFORMANCE AGREEMENTS are submitted to MEC for Local government and Traditional Affairs are published within 14 days after approval (2010/2011).	MFMA (SEC 53) MSA (SEC 38-45 & 57(2))	MAYOR	15/08/11	
2	<b>AUG</b>	<b><u>PUBLISHING OF SDBIP AND PERFORMANCE AGREEMENTS</u></b> Make public PA's and SDBIP (also on municipal website)2010/2011.	MFMA (S53 (3) b & S 75 (1) (d))	MAYOR and MM	29/08/11	
3	<b>AUG</b>	<b><u>BUDGET/IDP STEERING COMMITTEE MEETING</u></b> Meeting with MMC's of various directorates, all Directors and relevant managers to review and discuss strategic issues on IDP and Budget; and preparation of the schedule of key deadlines for preparing, tabling and approval of the Budget and IDP	MFMA (S68, 21 & MSA 28)	MAYOR and MM	29/08/11	
4	<b>AUG</b>	<b><u>TABLING :KEY DEADLINES</u></b> Tabling and approval of time schedule outlining key deadlines for preparing, tabling and approval of the Budget and IDP at least 10 months before the start of the new financial year	MSA  (S 28) & MFMA S 21 (b)	MAYOR & COUNCIL	31/08/11	
5	<b>AUG</b>	<b><u>POLICIES &amp; CONSULTATIONS</u></b> Coordination of the review of budget related policies and consultation process to ensure that the budget and IDP are mutually consistent and credible	MFMA (S 21 & 23)	MAYOR & COUNCIL	31/08/11	

6	AUG 2011	<b><u>SUBMISSION OF ANNUAL FINANCIAL STATEMENT TO PT &amp; NT</u></b> The municipality must submit annual financial statement and annual performance report each year on the 31st August to the office of Auditor General(2009/2010)	MFMA (S 126) & MSA S46	ACCOUNTING OFFICER	31/08/11	
7	SEP	<b><u>PUBLICATION:KEY DEADLINES</u></b> Publication of time schedule outlining key deadlines for preparing, tabling and approval of the budget. Review of IDP.	MSA (SEC 21)	MM	02/09/11	
8	SEP	<b><u>MTREF AND EVALUATION CHECKLIST</u></b> Planning for next three-year budget in accordance with co-ordinated role of budget process (included is previous year review of budget process and the budget completion of budget evaluation checklist)	MFMA (S 53)	MAYOR	19/09/11	
9	SEP	<b><u>DELEGATIONS AND BUDGET RELATED POLICIES</u></b> System of delegation is reviewed and any changes are approved by council.	MFMA (SEC 59  79 & 72) & MSA (SEC 59-65)	MAYOR	19/09/11	
10	SEP	<b><u>IDP &amp; BUDGET PLANNING LEKGOTLA</u></b> Planning Lekgotla by Political leadership and administrative management to determine strategic objectives for service delivery and development for next three year budgets including review of provincial and national government sector and sector strategic plans	MFMA  (S 53)	COUNCIL	22/09/11	
11	SEP	<b><u>IDP REPRESENTATIVE FORUM</u></b> Resuscitate the IDP representative forum which constitute organised and none organised civil society, departments and business.	MSA (Chapter 5)	MAYOR	29/09/11	
12	SEP	<b><u>BUDGET &amp; IDP STEERING COMMITTEE MEETING</u></b> Mayor play an oversight role on committees and consultation forums for the budget and IDP processes.	GUIDE TO CLLR PGS 62-63	MAYOR	04/10/11	
13	SEP	<b><u>IDP REPRESENTATIVE FORUM:KEY DEADLINES DISCUSSIONS</u></b> IDP representative forum which constitute organised and none organised civil society, departments and business meeting to discuss and note the key deadline schedule.	MSA (Chapter 5)	MAYOR	18/10/11	

14	SEP OCT 2011	<b>WARD VISITS BY SENIOR MANAGEMENT AND MMC'S</b> Community and Stakeholder analysis - Public participation in all 28 ward coordinated by Ward Councillors assisted by CWD's, Ward Committee members, Senior officials and designated MMC's for IDP and Budget preparation	MFMA (SEC 23) MSA CHAP 4	MAYOR	24/10/11 - 21/11/11	
15	OCT	<b><u>DETERMINATION OF REVENUE PROJECTIONS</u></b> Revenue projections of proposed rates, service charges and draft the initial allocations to functions and departments for the next financial year after taking into account strategic objectives.	MFMA (SEC 42)	CFO	07/11/11	
16	OCT	<b><u>ENGAGEMENT OF NATIONAL AND PROVINCIAL TREASURIES</u></b> Engagement of national and provincial treasuries for the alignment with municipalities plans ( schools, libraries, clinics, water, electricity, roads and other services in terms of powers and functions relevant to municipalities.		CFO	09/11/11	
17	OCT	<b><u>ENGAGEMENT OF MUNICIPAL DEPARTMENTS</u></b> Initial review of national policies and budget plans and potential increases of bulk resources with functional and departmental officials.	MFMA (SEC 35 36 & 42) MTBPS	MM	11/11/11	
18	OCT	<b><u>ADJUSTMENT BUDGET GUIDELINES</u></b> Issue guidelines to various departments for the preparation for the 2010/2011 yearly budget adjustment	MFMA (SEC 28)	CFO	14/11/11	
19	OCT	<b><u>PRIMARY BANK ACCOUNT</u></b> Table before council total drawings (FIRST QUARTER)	MFMA (SEC 11 sub 4 a - b)	MM	14/11/11	
20	OCT	<b><u>MFMA PRIORITIES</u></b> Quarterly completion and submission of MFMA implementation of priorities.	CIRCULAR 38 OF NT MFMA (SEC 52D)	MM	14/11/11	
21	OCT	<b><u>REPORTING</u></b> Submission to council a report regarding budget implementation and Financial Affair of the municipality.(Procurement and all other budget related activities.	MFMA (SEC 52D)	MAYOR	14/11/11	

22	OCT 2011	<b><u>ADJUSTMENT BUDGET INPUTS</u></b> The budget office receive the inputs from various departments for the 2009/2010 adjustment budget.	MFMA (SEC 28)	VARIOUS DIRECTORS OF DEPARTMENTS	16/11/10	
23	NOV	<b><u>GUIDELINES FOR 2011/2011 MTREF BUDGET</u></b> Budget guidelines are issues to various departments for the preparation of 2012/2013	MFMA (SEC 21)	MM	18/11/11	
24	NOV	<b><u>SUBMISSION PRIORITIZED NEEDS PER WARDS</u></b> The ward councillors submit the prioritised needs per ward.			25 - 30 November 2011	
25	NOV	<b><u>DEPARTMENTAL STRATEGIC PLANNING SESSIONS</u></b> Various departments will hold their separate planning for preparation of operational plans for the budget and IDP for budget year 2011/12	MFMA (SEC 23) MSA CHAP 4 CHAP 4	MAYOR & MM	25 - 30  November 2011	
26	NOV	<b><u>RECEIVE AUDITOR GENERAL'S REPORT ON 2009/10 REPORT</u></b>  Receive the submitted Annual report from AG's office	MFMAC126(3)	MM	30/11/11	
27	DEC	<b><u>PREPARATION OF AUDIT RECOVERY PLAN</u></b>  Ensure MM addresses audit queries raised by AG abd prepare action plan/audit recovery plans to address and incorporate into the annual report 2009/10	MFMA 131 (1)	MAYOR & MM	05/12/11	
28	DEC	<b><u>MTREF 2011/2012 INPUTS</u></b> Budget office receive 2011/2012 budget inputs from various directorates. Inputs are considered and to seek clarities.	MFMA (SEC 21)	Various Directorates of the Municipality	12/12/11	



29		<b><u>BUDGET PLANS</u></b> Preparation of proposed budget and plans for 2011/2012 taking into consideration the previous 2009/2010 performance as per Audited Financial Statements and comments from National and Provincial Treasuries.	MFMA (SEC 21)	MM & DIRECTORS OF EACH DIRECTORATE	14/12/11	
30	JAN 2012	<b><u>IDP &amp; BUDGET CONSULTATION: 2011/2012-BUDGET STEERING COMMITTEE</u></b> 1st draft IDP and Budget available for consultation, with the IDP and Budget steering committee.		MM	05/01/12	
31	JAN	<b><u>TABLING OF 2009/10 ANNUAL REPORT TO COUNCIL</u></b> Tabling of 2009/10 Annual Report to Council Establishment of Oversight Committee Ensure that AFS, Audit Report, & response to audit queries (with action plan) are included in the Annual Report submitted	MFMA 127sub Sec 2,129	Mayor  Municipal Council  CFO & MM	25/01/12	
32	JAN	<b><u>MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT 2010/2011</u></b> Assessment is made for half year (the first six months) regarding the performance of the municipality.	MFMA (SEC 72 SUB SEC (1B) & (SEC 54 1F)	MM	25/01/12	
33	JAN	<b><u>ADJUSTMENT BUDGET</u></b> Tabling of Adjustment Budget and considering half yearly actuals and projections.	MFMA (SEC 28)	MAYOR	31/01/12	
34	JAN	<b><u>TARIFFS</u></b> Finalisation of tariffs (rates and service charges) policies for the 2010/2011 financial year	MSA (SEC 74-75)	Council	31/01/12	
35	JAN	<b><u>REPORTING</u></b> Submission to council a report regarding budget implementation and Financial Affairs of the municipality	MFMA (SEC 52D)	MAYOR	31/01/12	

36	JAN 2012	<b>SUBMISSION OF ANNUAL REPORT</b> Submission of Annual Report to Auditor General (AG), Provincial and National Treasuries (PT & NT) as well as Department of Provincial Local Government and Traditional Affairs and Provincial Legislature.	MFMA (SEC 127 SUB SEC (5B) )	MM	31/01/12	
37	JAN	<b>MFMA PRIORITIES</b> Quarterly completion and submission of MFMA implementation of priorities.	CIRCULAR OF NT 38 MFMA (SEC 52d)	MM	31/01/12	
38	FEB	<b>NATIONAL &amp; PROVINCIAL CONSULTATIONS</b> Consult with National & Provincial Treasuries, District Council and Eskom to finalise plans for water sanitation and electricity etc.(Sector Plan)	MFMA (SEC 21 )	MAYOR	29/02/12	
39	MAR	<b>MTREF TABLING</b> The Draft Annual Budget for 2012/2013 to 2014/2015 for revenue and expenditure, the Appendix "A" are tabled to council for noting and this include: 1) budget resolution, 2) budget plans from the directors and 3) proposed revisions to IDP.	MFMA (SEC 16 22,23, 87 & CHAPTER 4 OF MSA (SEC 34)	MAYOR	23/03/12	
40	MAR	<b>OVERSIGHT REPORT</b> Adoption of oversight and comments on annual reports for the financial year ended 2009/2010	MFMA (SEC 129)	COUNCIL	23/03/12	
41	MAR	<b>PUBLICATION AND SUBMISSIONS</b> Publications of tabled Budgets Resolutions, Plans and proposed revisions to IDP and invite local community to comment and submission to National and Provincial Treasuries and other forums to submit comments ( 21 days for inputs).	MFMA (SEC 22 & 27) & MSA CH 4)	MM	30/03/12	
42	MAR	<b>REVIEW OF PRICES</b> Prices of bulk resources are reviewed and noting any changes.	MFMA (SEC 42)	MM	30/03/12	

43	MAR 2012	<b>PUBLICATION</b> Oversight report, Annual Financial Statement and Annual Report for 2009/2010 are published	MSA (SEC 21) MFMA (SEC 129 SUB (3) )	MM	30/03/12	
44	APRIL	<b>IDP REPRESENTATIVE FORUM MEETING</b> Presentation of the tabled draft budget and IDP for 2012/2013 to the Forum Confirmation of Sectors projects in preparation for community consultations	MSA CHAP 4	Mayor	05/04/11	
45	APRIL	<b>MAYORAL IMZIBIZOS MONTH</b> Series of consultations in all wards through Mayoral Izimbizo to inform constituents of the 2011/2012 Budget and IDP	MFMA (SEC 23) MSA CHAP 4	MAYOR	10, 12, 17 and 19 April 2012	
46	APRIL	<b>MFMA PRIORITIES</b> Quarterly completion and submission of MFMA implementation of priorities.	CIRCULAR 38 OF NT MFMA (SEC 52d)	MM	24/04/12	
47	APRIL	<b>REPORTING</b> Submission to council a report regarding budget implementation and Financial Affair of the municipality	MFMA (SEC 52D)	MAYOR	27/04/12	
48	APRIL	<b>REVISE BUDGET DOCUMENTS</b> Revision of budget documents in accordance with consultative processes and taking into account the inputs from National and Provincial Treasuries, public comments as well as the third quarterly review of current year.	MFMA (SEC 21 )	MM	27/04/12	

49	May 2012	<b><u>CONSOLIDATION OF INPUTS FROM STAKEHOLDERS</u></b> The final views of public, National & Provincial Treasuries, other organs of state are consolidated. The Mayor is accorded the opportunity to respond to submissions from consultations and to table amendments to council for consideration.	MFMA (SEC 23 & 24) and MSA CHAPTER 4 as amended	MAYOR	11/05/12	
50	May	<b><u>FINAL MTREF</u></b> Preparation of the final budget and documentation for consideration for approval at least 30 days before the start of the budget year (1 July 2011 to 30 June 2012) taking into account other new information of material nature.	MFMA (SEC 23)	MM	15/05/12	
51	May	<b><u>APPROVAL OF THE 2011/12 BUDGET AND IDP AS WELL AS NOTING OF DRAFT SDBIP'S AND PERFORMANCE CONTRACTS</u></b> Council approves annual budget resolutions, setting of taxes and tariffs. Council approves amendment to IDP note draft SDBIP and Performance Agreements	MFMA (SEC 16 24,26 & 53)	COUNCIL	17/05/12	
52	May	<b><u>PUBLICATION</u></b> The adopted budget, IDP and plans are published.	MFMA (SEC 75 & 87)	MM	25/05/12	
53	JUN	<b><u>SUBMISSION OF 2011/12 SDBIP'S TO THE MAYOR</u></b> Submission to the mayor no later than 14 days after the approval of the budget and, the SDBIP'S and annual performance agreements required by sections 57 (1)(b) of MSA.	MSA (SEC 57(1) MFMA (SEC 69)	MM	18/06/12	
54	JUNE	<b><u>APPROVAL OF THE SDBIP'S</u></b> Approval of SDBIP's 28 days after final approval of the budget and to ascertain that annual performance contracts are concluded in accordance of section 57(2) of MSA. It must be ensured that annual performance agreements are linked to measurable performance objectives approved with the budget.	MFMA (SEC 53) MSA (SEC 38-45 & 57(2) )	MAYOR	29/06/12	

55	JULY 2012	<b>SUBMISSION OF SDBIP'S</b> The approved SDBIP's and performance agreements are submitted to MEC for Local government, NT & PT and are published within 14 days after approval	MFMA (SEC 53) MSA (SEC 38-45 & 57(2) )	MAYOR	16/07/12	
56	JULY	<b>DELEGATIONS</b> System of delegation is reviewed and any changes are approved by council.	MFMA (SEC 59, 79 & 72) and MSA (SEC 59-65)	MAYOR	16/07/12	



## **I.D.P, PMS AND BUDGET PROCESS PLAN 2010/2011**

### **MAFIKENG LOCAL MUNICIPALITY**

	<b>DATE</b>	<b>ACTIVITY</b>	<b>REF</b>	<b>RESPONSIBILITY</b>	<b>TARGET DATE</b>	<b>DATE ACHIEVED</b>
1	<b>AUG 2010</b>	<b><u>SUBMISSION OF SDBIP'S AND PERFORMANCE AGREEMENTS</u></b> The approved SDBIP's and PERFORMANCE AGREEMENTS are submitted to MEC for Local government and Traditional Affairs are published within 14 days after approval (2010/2011).	MFMA (SEC 53) MSA (SEC 38-45 & 57(2))	MAYOR	13/08/10	
2	<b>AUG</b>	<b><u>PUBLISHING OF SDBIP AND PERFORMANCE AGREEMENTS</u></b> Make public PA's and SDBIP (also on municipal website)2010/2011.	MFMA (S53 (3) b & S 75 (1) (d))	MAYOR and MM	27/08/10	
3	<b>AUG</b>	<b><u>BUDGET/IDP STEERING COMMITTEE MEETING</u></b> Meeting with MMC's of various directorates, all Directors and relevant managers to review and discuss strategic issues on IDP and Budget; and preparation of the schedule of key deadlines for preparing, tabling and approval of the Budget and IDP	MFMA (S68, 21 & MSA 28)	MAYOR and MM	26/08/10	
4	<b>AUG</b>	<b><u>TABLING :KEY DEADLINES</u></b> Tabling and approval of time schedule outlining key deadlines for preparing, tabling and approval of the Budget and IDP at least 10 months before the start of the new financial year	MSA (S 28) & MFMA S 21 (b)	MAYOR & COUNCIL	31/08/10	
5	<b>AUG</b>	<b><u>POLICIES &amp; CONSULTATIONS</u></b> Coordination of the review of budget related policies and consultation process to ensure that the budget and IDP are mutually consistent and credible	MFMA (S 21 & 23)	MAYOR & COUNCIL	31/08/10	

6	AUG 2010	<b><u>SUBMISSION OF ANNUAL FINANCIAL STATEMENT TO PT &amp; NT</u></b> The municipality must submit annual financial statement and annual performance report each year on the 31st August to the office of Auditor General(2009/2010)	MFMA (S 126) & MSA S46	ACCOUNTING OFFICER	31/08/10	
7	SEP 2010	<b><u>MTREF AND EVALUATION CHECKLIST</u></b> Planning for next three-year budget in accordance with co-ordinated role of budget process (included is previous year review of budget process and the budget completion of budget evaluation checklist)	MFMA (S 53)	MAYOR	17/09/10	
8	SEP 2010	<b><u>DELEGATIONS AND BUDGET RELATED POLICIES</u></b> System of delegation is reviewed and any changes are approved by council.	MFMA (SEC 59 79 & 72) & MSA (SEC 59-65)	MAYOR	17/09/10	
9	SEP 2010	<b><u>IDP &amp; BUDGET PLANNING LEKGOTLA</u></b> Planning Lekgotla by Political leadership and administrative management to determine strategic objectives for service delivery and development for next three year budgets including review of provincial and national government sector and sector strategic plans	MFMA (S 53)	COUNCIL	21/09/10	
10	SEP 2010	<b><u>IDP REPRESENTATIVE FORUM</u></b> Resuscitate the IDP representative forum which constitute organised and none organised civil society, departments and business.	MSA (Chapter 5)	MAYOR	30/09/10	
11	SEP 2010	<b><u>BUDGET &amp; IDP STEERING COMMITTEE MEETING</u></b> Mayor play an oversight role on committees and consultation forums for the budget and IDP processes.	GUIDE TO CLLR PGS 62-63	MAYOR	01/10/10	
12	SEP 2010	<b><u>PUBLICATION:KEY DEADLINES</u></b> Publication of time schedule outlining key deadlines for preparing, tabling and approval of the budget. Review of IDP.	MSA (SEC 21)	MM	13/10/10	
13	SEP 2010	<b><u>IDP REPRESENTATIVE FORUM:KEY DEADLINES DISCUSSIONS</u></b> IDP representative forum which constitute organised and none organised civil society, departments and business meeting to discuss and note the key deadline schedule.	MSA (Chapter 5)	MAYOR	21/10/10	

14	SEP OCT 2010	<b>WARD VISITS BY SENIOR MANAGEMENT AND MMC'S</b> Community and Stakeholder analysis - Public participation in all 28 ward coordinated by Ward Councillors assisted by CWD's, Ward Committee members, Senior officials and designated MMC's for IDP and Budget preparation	MFMA (SEC 23) MSA CHAP 4	MAYOR	26/10/10 - 26/11/10	
15	OCT 2010	<b><u>DETERMINATION OF REVENUE PROJECTIONS</u></b> Revenue projections of proposed rates, service charges and draft the initial allocations to functions and departments for the next financial year after taking into account strategic objectives.	MFMA (SEC 42)	CFO	01/11/10	
16	OCT 2010	<b><u>ENGAGEMENT OF NATIONAL AND PROVINCIAL TREASURIES</u></b> Engagement of national and provincial treasuries for the alignment with municipalities plans ( schools, libraries, clinics, water, electricity, roads and other services in terms of powers and functions relevant to municipalities.		CFO	01/11/10	
17	OCT 2010	<b><u>ENGAGEMENT OF MUNICIPAL DEPARTMENTS</u></b> Initial review of national policies and budget plans and potential increases of bulk resources with functional and departmental officials.	MFMA (SEC 35 36 & 42) MTBPS	MM	01/11/10	
18	OCT 2010	<b><u>ADJUSTMENT BUDGET GUIDELINES</u></b> Issue guidelines to various departments for the preparation for the 2010/2011 yearly budget adjustment	MFMA (SEC 28)	CFO	08/11/10	
19	OCT 2010	<b><u>PRIMARY BANK ACCOUNT</u></b> Table before council total drawings (FIRST QUARTER)	MFMA (SEC 11 sub 4 a - b)	MM	08/11/10	
20	OCT 2010	<b><u>MFMA PRIORITIES</u></b> Quarterly completion and submission of MFMA implementation of priorities.	CIRCULAR 38 OF NT MFMA (SEC 52D)	MM	08/11/10	
21	OCT 2010	<b><u>REPORTING</u></b> Submission to council a report regarding budget implementation and Financial Affair of the municipality.(Procurement and all other budget related activities.	MFMA (SEC 52D)	MAYOR	08/11/10	



22	OCT 2010	<b><u>ADJUSTMENT BUDGET INPUTS</u></b> The budget office receive the inputs from various departments for the 2009/2010 adjustment budget.	MFMA (SEC 28)	VARIOUS DIRECTORS OF DEPARTMENTS	15/11/10	
23	DEC 2010	<b><u>1ST ADJUSTMENT BUDGET</u></b> Tabling of Adjustment Budget and considering National Treasury guidelines for none cash funded budgts	MFMA (SEC 28)	MAYOR	07/12/10	
24	JAN 2011	<b><u>MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT 2010/2011</u></b> Assessment is made for half year (the first six months) regarding the performance of the municipality.	MFMA (SEC 72 SUB SEC (1B) & (SEC 54 1F)	MM	25/01/11	
25	JAN 2011	<b><u>ENGAGEMENT OF MUNICIPAL DEPARTMENTS</u></b> Initial review of national policies and budget plans and potential increases of bulk resources with functional and departmental officials.	MFMA (SEC 35 36 & 42) MTBPS	MM	25/01/11	
26	FEB 2011	<b><u>2ND ADJUSTMENT BUDGET GUIDELINES</u></b> Issue guidelines to various departments for the preparation for the 2010/2011 yearly budget adjustment	MFMA (SEC 28)	CFO	01/02/11	
27	FEB 2010	<b><u>GUIDELINES FOR 2011/2011 MTREF BUDGET</u></b> Budget guidelines are issues to various departments for the preparation of 2011/2012	MFMA (SEC 21)	MM	09/02/11	
28	FEB 2011	<b><u>POLICIES &amp; CONSULTATIONS</u></b> Coordination of the review of budget related policies and consultation process to ensure that the budget and IDP are mutually consistent and credible	MFMA (S 21 & 23)	MAYOR & COUNCIL	10/02/11	
29	FEB 2011	<b><u>ENGAGEMENT OF MUNICIPAL DEPARTMENTS</u></b> Engagement of municipal departments to discuss various adjustment budget inputs.	MFMA (SEC 28) & CAPTER 4 OF MSA	MAYOR	10/02/11	

30	FEB 2011	<b><u>MID YEAR REVIEW VISIT BY NATIONANL TREASURY</u></b> National and Provincial treasury visit the municipality for Audit Report 2009/2010, Annual report 2009/2010 Mid-Year review 2010/2011, Visit municipal MIG projects, visit sewerage plant works and analys Risk assessment & policy.		ADMINISTRATOR	15/02/11 16/11/11	
31	FEB 2011	<b><u>CONSOLIDATION OF INPUTS FROM STAKEHOLDERS</u></b> The final views of public, National & Provincial Treasuries, other organs of state are consolidated. The Mayor is accorded the opportunity to respond to submissions from consultations and to table amendments to council for consideration.	MFMA (SEC 23 & 24)and MSA CHAPTER 4 as amended	MAYOR MM CFO	11/02/11 14/02/11 & 17/02/11 18/02/11	
32	FEB 2011	<b><u>MTREF 2011/2012 INPUTS</u></b> Budget office receive 2011/2012 budget inputs from various directorates. Inputs are considered and to seek clarities.	MFMA (SEC 21)	Various Directorates of the Municipality	25/02/11	
33	FEB 2011	<b><u>MFMA PRIORITIES</u></b> Quarterly completion and submission of MFMA implementation of priorities.	CIRCULAR OF NT 38 MFMA (SEC 52d)	MM	25/02/11	
34	FEB 2011	<b><u>REPORTING</u></b> Submission to council a report regarding budget implementation and Financial Affair of the municipality	MFMA (SEC 52D)	MAYOR	28/02/11	
35	FEB 2011	<b><u>1ST ADJUSTMENT BUDGET</u></b> Tabling of Adjustment Budget after reviewing the Half Yearly assessment for 2010/2011 budget performance and the following: 1) Budget Policies 2) AFS 2009/2010 Adjustments 3) Half Yearly Assessment Reoirt 4) Revised Schedule of Ked Deadlines 5) Draft 2009/2010 Annual Report	MFMA (SEC 28)	MAYOR	28/02/11	

36	FEB 2011	<b>AUDITOR GENETAL REVIEW 2008/2009 AUDIT QUIRIES</b> The auditor general will review the previous years audit quires before the AFS is converted to new Grap method of accounting		ADMINISTRATOR	28/02/11	
37	FEB 2011	<b>AUDITOR GENETAL REVIEW 2009/2010 GRAP CONVERSION</b> The auditor general will review the New GRAP conversions for the financial year 2009/2010.		ADMINISTRATOR	28/02/11	
38	MAR 2011	<b>PUBLICATION</b> The adopted budget, IDP and plans are published.	MFMA (SEC 75 & 87)	MM	04/03/11	
39	MAR 2011	<b>BUDGET PLANS</b> Preparation of proposed budget and plans for 2011/2012 taking into consideration the previous 2009/2010 performance as per Audited Financial Statements and comments from National and Provincial Treasuries.Consultation with various municipal directorates and formalise the budget in National treasury formats and graphs.	MFMA (SEC 21)	MM & DIRECTORS OF EACH DIRECTORATE	07/03/11 21/03/11	
40	MAR 2011	<b>MTREF TABLING</b> The Draft Annual Budget for 2011/2012 to 2013/2014 for revenue and expenditure, the Appendix "A" are tabled to council for noting and this include: 1) budget resolution, 2) budget plans from the directors and 3) proposed revisions to IDP 2011/2012 to 2015/2016.	MFMA (SEC 16 22,23, 87 & CHAPTER 4 OF MSA (SEC 34)	MAYOR	28/03/11	
41	MAR 2011	<b>SUBMISSION OF ANNUAL FINANCIAL STATENENT TO PT &amp; NT</b> The municipality must submit annual financial statement and annual performance report each year on the 31st August to the office of Auditor General(2009/2010)	MFMA (S 126) & MSA S46	ACCOUNTING OFFICER	31/03/11	
42	APRIL 2011	<b>PUBLICATION</b> The adopted budget, IDP and plans are published.	MFMA (SEC 75 & 87)	MM	01/04/11	

43	APRIL 2011	<b><u>DEPARTMENTAL STRATEGIC PLANNING SESSIONS</u></b> Various departments will hold their separate planning for preparation of operational plans for the budget and IDP for budget year 2011/12	MFMA (SEC 23) MSA CHAP 4	MAYOR & AMM ADMINISTRATOR	05/04/11	
44	APRIL 2011	<b><u>TARIFFS</u></b> Finalisation of tariffs (rates and service charges) policies for the 2010/2011 financial year	MSA (SEC 74-75)	Council	06/04/11	
45	APRIL 2011	<b><u>IDP REPRESENTATIVE FORUM MEETING</u></b> Presentation of the tabled draft budget and IDP for 2011/2012 to the Forum Confirmation of Sectors projects in preparation for community consultations	MSA CHAP 4	Mayor	11/04/11	
46	APRIL 2011	<b><u>MAYORAL IMZIBIZOS MONTH/PRESENTATION OF IDP &amp; BUDGET</u></b> Series of consultations in all wards through Mayoral Izimbizo to inform constituents of the 2011/2012 TO 2013/14 Budget and IDP 2011/2012 TO 2015/2016	MFMA (SEC 23) MSA CHAP 4	MAYOR	14/04/11	
47	APRIL 2011	<b><u>CONSOLIDATION OF INPUTS FROM STAKEHOLDERS</u></b> The final views of public, National & Provincial Treasuries, other organs of state are consolidated. The Mayor is accorded the opportunity to respond to submissions from consultations and to table amendments to council for consideration.	MFMA (SEC 23 & 24)and MSA CHAPTER 4 as amended	MAYOR MM CFO	18/04/11 21/04/11	
48	FEB 2011	<b><u>NATIONAL &amp; PROVINCIAL CONSULTATIONS</u></b> Consult with National & Provincial Treasuries, District Council and Eskom to finalise plans for water sanitation and electricity etc.(Sector Plan)	MFMA (SEC 21 )	MAYOR	21/04/11	
49	MAR 2011	<b><u>REVIEW OF PRICES</u></b> Prices of bulk resources are reviewed and noting any changes.	MFMA (SEC 42)	MM	21/04/11	

50	APRIL 2011	<b><u>REVISE BUDGET DOCUMENTS</u></b> Revision of budget documents in accordance with consultative processes and taking into account the inputs from National and Provincial Treasuries, public comments as well as the third quarterly review of current year.	MFMA (SEC 21 )	MM	21/04/11	
51	APRIL 2011	<b><u>FINAL MTREF</u></b> Preparation of the final budget and documentation for consideration for approval at least 30 days before the start of the budget year (1 July 2011 to 30 June 2012) taking into account other new information of material nature.	MFMA (SEC 23)	MM	21/04/11	
52	APRIL 2011	<b><u>APPROVAL OF THE 2011/12 BUDGET AND IDP AS WELL AS NOTING OF DRAFT SDBIP'S AND PERFORMANCE CONTRACTS</u></b> Council approves annual budget resolutions, setting of taxes and tariffs. Council approves amendment to IDP note draft SDBIP and Performance Agreements	MFMA (SEC 16 24,26 & 53)	COUNCIL	28/04/11	
53	May 2011	<b><u>PUBLICATION</u></b> The adopted budget, IDP and plans are published.	MFMA (SEC 75 & 87)	MM	29/05/11	
54	JUNE 2011	<b><u>SUBMISSION OF 2011/12 SDBIP'S TO THE MAYOR</u></b> Submission to the mayor no later than 14 days after the approval of the budget and, the SDBIP'S and annual performance agreements required by sections 57 (1)(b) of MSA.	MSA (SEC 57(1) MFMA (SEC 69)	MM	17/06/11	
55	JUNE 2010	<b><u>RECEIVE AUDITOR GENERAL'S REPORT ON 2009/10 REPORT</u></b> Receive the submitted Annual report from AG's office	MFMA 126(3)	MM	30/06/11	
56	JUNE 2010	<b><u>PREPARATION OF AUDIT RECOVERY PLAN</u></b> Ensure MM addresses audit queries raised by AG abd prepare action plan/audit recovery plans to address and incorporate into the annual report 2009/10	MFMA 131 (1)	MAYOR & MM	30/06/11	

57	JUNE 2011	<b><u>APPROVAL OF THE SDBIP'S</u></b> Approval of SDBIP's 28 days after final approval of the budget and to ascertain that annual performance contracts are concluded in accordance of section 57(2) of MSA. It must be ensured that annual performance agreements are linked to measurable performance objectives approved with the budget.	MFMA (SEC 53) MSA (SEC 38-45 & 57(2) )	MAYOR	30/06/11	
58	JULY 2011	<b><u>SUBMISSION OF SDBIP'S</u></b> The approved SDBIP's and performance agreements are submitted to MEC for Local government, NT & PT and are published within 14 days after approval	MFMA (SEC 53) MSA (SEC 38-45 & 57(2) )	MAYOR	14/07/11	
59	JULY 2011	<b><u>DELEGATIONS</u></b> System of delegation is reviewed and any changes are approved by council.	MFMA (SEC 59, 79 & 72) and MSA (SEC 59-65)	MAYOR	14/07/11	
60	JULY 2011	<b><u>TABLING OF 2009/10 ANNUAL REPORT TO COUNCIL</u></b> Tabling of 2009/10 Annual Report to Council Establishment of Oversight Committee Ensure that AFS, Audit Report, & response to audit queries (with action plan) are included in the Annual Report submitted	MFMA 127sub Sec 2,129	Mayor  Municipal Council  CFO & MM	25/07/11	
61	JULY 2011	<b><u>SUBMISSION OF ANNUAL REPORT</u></b> Submission of Annual Report to Auditor General (AG), Provincial and National Treasuries (PT & NT) as well as Department of Provincial Local Government and Traditional Affairs and Provincial Legislature.	MFMA (SEC 127 SUB SEC (5B) )	MM	25/07/11	
62	JULY 2011	<b><u>OVERSIGHT REPORT</u></b> Adoption of oversight and comments on annual reports for the financial year ended 2009/2010	MFMA (SEC 129)	COUNCIL	25/07/11	

63	JULY 2011	<b><u>PUBLICATION</u></b> Oversight report, Annual Financial Statement and Annual Report for 2009/2010 are published	MSA (SEC 21) MFMA (SEC 129 SUB (3) )	MM	28/07/11	
65	JULY 2011	<b><u>MFMA PRIORITIES</u></b> Quarterly completion and submission of MFMA implementation of priorities.	CIRCULAR 38 OF NT MFMA (SEC 52d)	MM	28/07/11	
66	APRIL 2011	<b><u>PUBLICATION</u></b> The adopted budget, IDP and plans are published.	MFMA (SEC 75 & 87)	MM	29/05/11	



## **I.D.P, PMS AND BUDGET PROCESS PLAN 2010/2011**

### **MAFIKENG LOCAL MUNICIPALITY**

	<b>DATE</b>	<b>ACTIVITY</b>	<b>REF</b>	<b>RESPONSIBILITY</b>	<b>TARGET DATE</b>	<b>DATE ACHIEVED</b>
1	<b>AUG 2010</b>	<b><u>SUBMISSION OF SDBIP'S AND PERFORMANCE AGREEMENTS</u></b> The approved SDBIP's and PERFORMANCE AGREEMENTS are submitted to MEC for Local government and Traditional Affairs are published within 14 days after approval (2010/2011).	MFMA (SEC 53) MSA (SEC 38-45 & 57(2))	MAYOR	13/08/10	
2	<b>AUG</b>	<b><u>PUBLISHING OF SDBIP AND PERFORMANCE AGREEMENTS</u></b> Make public PA's and SDBIP (also on municipal website)2010/2011.	MFMA (S53 (3) b & S 75 (1) (d))	MAYOR and MM	27/08/10	
3	<b>AUG</b>	<b><u>BUDGET/IDP STEERING COMMITTEE MEETING</u></b> Meeting with MMC's of various directorates, all Directors and relevant managers to review and discuss strategic issues on IDP and Budget; and preparation of the schedule of key deadlines for preparing, tabling and approval of the Budget and IDP	MFMA (S68, 21 & MSA 28)	MAYOR and MM	26/08/10	
4	<b>AUG</b>	<b><u>TABLING :KEY DEADLINES</u></b> Tabling and approval of time schedule outlining key deadlines for preparing, tabling and approval of the Budget and IDP at least 10 months before the start of the new financial year	MSA  (S 28) & MFMA S 21 (b)	MAYOR & COUNCIL	31/08/10	
5	<b>AUG</b>	<b><u>POLICIES &amp; CONSULTATIONS</u></b> Coordination of the review of budget related policies and consultation process to ensure that the budget and IDP are mutually consistent and credible	MFMA (S 21 & 23)	MAYOR & COUNCIL	31/08/10	



6	AUG 2010	<b><u>SUBMISSION OF ANNUAL FINANCIAL STATEMENT TO PT &amp; NT</u></b> The municipality must submit annual financial statement and annual performance report each year on the 31st August to the office of Auditor General(2009/2010)	MFMA (S 126) & MSA S46	ACCOUNTING OFFICER	31/08/10	
7	SEP 2010	<b><u>MTREF AND EVALUATION CHECKLIST</u></b> Planning for next three-year budget in accordance with co-ordinated role of budget process (included is previous year review of budget process and the budget completion of budget evaluation checklist)	MFMA (S 53)	MAYOR	17/09/10	
8	SEP 2010	<b><u>DELEGATIONS AND BUDGET RELATED POLICIES</u></b> System of delegation is reviewed and any changes are approved by council.	MFMA (SEC 59 79 & 72) & MSA (SEC 59-65)	MAYOR	17/09/10	
9	SEP 2010	<b><u>IDP &amp; BUDGET PLANNING LEKGOTLA</u></b> Planning Lekgotla by Political leadership and administrative management to determine strategic objectives for service delivery and development for next three year budgets including review of provincial and national government sector and sector strategic plans	MFMA (S 53)	COUNCIL	21/09/10	
10	SEP 2010	<b><u>IDP REPRESENTATIVE FORUM</u></b> Resuscitate the IDP representative forum which constitute organised and none organised civil society, departments and business.	MSA (Chapter 5)	MAYOR	30/09/10	
11	SEP 2010	<b><u>BUDGET &amp; IDP STEERING COMMITTEE MEETING</u></b> Mayor play an oversight role on committees and consultation forums for the budget and IDP processes.	GUIDE TO CLLR PGS 62-63	MAYOR	01/10/10	
12	SEP 2010	<b><u>PUBLICATION:KEY DEADLINES</u></b> Publication of time schedule outlining key deadlines for preparing, tabling and approval of the budget. Review of IDP.	MSA (SEC 21)	MM	13/10/10	
13	SEP 2010	<b><u>IDP REPRESENTATIVE FORUM:KEY DEADLINES DISCUSSIONS</u></b> IDP representative forum which constitute organised and none organised civil society, departments and business meeting to discuss and note the key deadline schedule.	MSA (Chapter 5)	MAYOR	21/10/10	

14	SEP OCT 2010	<b>WARD VISITS BY SENIOR MANAGEMENT AND MMC'S</b> Community and Stakeholder analysis - Public participation in all 28 ward coordinated by Ward Councillors assisted by CWD's, Ward Committee members, Senior officials and designated MMC's for IDP and Budget preparation	MFMA (SEC 23) MSA CHAP 4	MAYOR	26/10/10 - 26/11/10	
15	OCT 2010	<b><u>DETERMINATION OF REVENUE PROJECTIONS</u></b> Revenue projections of proposed rates, service charges and draft the initial allocations to functions and departments for the next financial year after taking into account strategic objectives.	MFMA (SEC 42)	CFO	01/11/10	
16	OCT 2010	<b><u>ENGAGEMENT OF NATIONAL AND PROVINCIAL TREASURIES</u></b> Engagement of national and provincial treasuries for the alignment with municipalities plans ( schools, libraries, clinics, water, electricity, roads and other services in terms of powers and functions relevant to municipalities.		CFO	01/11/10	
17	OCT 2010	<b><u>ENGAGEMENT OF MUNICIPAL DEPARTMENTS</u></b> Initial review of national policies and budget plans and potential increases of bulk resources with functional and departmental officials.	MFMA (SEC 35 36 & 42) MTBPS	MM	01/11/10	
18	OCT 2010	<b><u>ADJUSTMENT BUDGET GUIDELINES</u></b> Issue guidelines to various departments for the preparation for the 2010/2011 yearly budget adjustment	MFMA (SEC 28)	CFO	08/11/10	
19	OCT 2010	<b><u>PRIMARY BANK ACCOUNT</u></b> Table before council total drawings (FIRST QUARTER)	MFMA (SEC 11 sub 4 a - b)	MM	08/11/10	
20	OCT 2010	<b><u>MFMA PRIORITIES</u></b> Quarterly completion and submission of MFMA implementation of priorities.	CIRCULAR 38 OF NT MFMA (SEC 52D)	MM	08/11/10	
21	OCT 2010	<b><u>REPORTING</u></b> Submission to council a report regarding budget implementation and Financial Affair of the municipality.(Procurement and all other budget related activities.	MFMA (SEC 52D)	MAYOR	08/11/10	

22	OCT 2010	<b><u>ADJUSTMENT BUDGET INPUTS</u></b> The budget office receive the inputs from various departments for the 2009/2010 adjustment budget.	MFMA (SEC 28)	VARIOUS DIRECTORS OF DEPARTMENTS	15/11/10	
23	NOV 2010	<b><u>GUIDELINES FOR 2011/2011 MTREF BUDGET</u></b> Budget guidelines are issues to various departments for the preparation of 2011/2012	MFMA (SEC 21)	MM	30/11/10	
24	NOV 2010	<b><u>SUBMISSION PRIORITIZED NEEDS PER WARDS</u></b> The ward councillors submit the prioritised needs per ward.			09 - 13 November 2010	
25	NOV 2010	<b><u>DEPARTMENTAL STRATEGIC PLANNING SESSIONS</u></b> Various departments will hold their separate planning for preparation of operational plans for the budget and IDP for budget year 2011/12	MFMA (SEC 23) MSA CHAP 4 CHAP 4	MAYOR & MM	19 to 27 Nov-10	
26	NOV 2010	<b><u>RECEIVE AUDITOR GENERAL'S REPORT ON 2009/10 REPORT</u></b> Receive the submitted Annual report from AG's office	MFMAC126(3)	MM	30/11/10	
27	NOV 2010	<b><u>PREPARATION OF AUDIT RECOVERY PLAN</u></b> Ensure MM addresses audit queries raised by AG abd prepare action plan/audit recovery plans to address and incorporate into the annual report 2009/10	MFMA 131 (1)	MAYOR & MM	30/11/10	
28	DEC 2010	<b><u>MTREF 2011/2012 INPUTS</u></b> Budget office receive 2011/2012 budget inputs from various directorates. Inputs are considered and to seek clarities.	MFMA (SEC 21)	Various Directorates of the Municipality	13/12/10	

29		<b><u>BUDGET PLANS</u></b> Preparation of proposed budget and plans for 2011/2012 taking into consideration the previous 2009/2010 performance as per Audited Financial Statements and comments from National and Provincial Treasuries.	MFMA (SEC 21)	MM & DIRECTORS OF EACH DIRECTORATE	14/12/10	
30	JAN 2011	<b><u>IDP &amp; BUDGET CONSULTATION: 2011/2012-BUDGET STEERING COMMITTEE</u></b> 1st draft IDP and Budget available for consultation, with the IDP and Budget steering committee.		MM	05/01/11	
31	JAN 2011	<b><u>TABLING OF 2009/10 ANNUAL REPORT TO COUNCIL</u></b> Tabling of 2009/10 Annual Report to Council Establishment of Oversight Committee Ensure that AFS, Audit Report, & response to audit queries (with action plan) are included in the Annual Report submitted	MFMA 127sub Sec 2,129	Mayor  Municipal Council  CFO & MM	25/01/11	
32	JAN 2011	<b><u>MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT 2010/2011</u></b> Assessment is made for half year (the first six months) regarding the performance of the municipality.	MFMA (SEC 72 SUB SEC (1B) & (SEC 54 1F)	MM	25/01/11	
33	JAN 2011	<b><u>ADJUSTMENT BUDGET</u></b> Tabling of Adjustment Budget and considering half yearly actuals and projections.	MFMA (SEC 28)	MAYOR	31/01/11	
34	JAN 2011	<b><u>TARIFFS</u></b> Finalisation of tariffs (rates and service charges) policies for the 2010/2011 financial year	MSA (SEC 74-75)	Council	31/01/11	
35	JAN 2011	<b><u>REPORTING</u></b> Submission to council a report regarding budget implementation and Financial Affairs of the municipality	MFMA (SEC 52D)	MAYOR	31/01/11	

36	JAN 2011	<b>SUBMISSION OF ANNUAL REPORT</b> Submission of Annual Report to Auditor General (AG), Provincial and National Treasuries (PT & NT) as well as Department of Provincial Local Government and Traditional Affairs and Provincial Legislature.	MFMA (SEC 127 SUB SEC (5B) )	MM	31/01/11	
37	JAN 2011	<b>MFMA PRIORITIES</b> Quarterly completion and submission of MFMA implementation of priorities.	CIRCULAR OF NT 38 MFMA (SEC 52d)	MM	31/01/11	
38	FEB 2011	<b>NATIONAL &amp; PROVINCIAL CONSULTATIONS</b> Consult with National & Provincial Treasuries, District Council and Eskom to finalise plans for water sanitation and electricity etc.(Sector Plan)	MFMA (SEC 21 )	MAYOR	29/02/11	
39	MAR 2011	<b>MTREF TABLING</b> The Draft Annual Budget for 2011/2012 to 2013/2014 for revenue and expenditure, the Appendix "A" are tabled to council for noting and this include: 1) budget resolution, 2) budget plans from the directors and 3) proposed revisions to IDP.	MFMA (SEC 16 22,23, 87 & CHAPTER 4 OF MSA (SEC 34)	MAYOR	21/03/11	
40	MAR 2011	<b>PUBLICATION AND SUBMISSIONS</b> Publications of tabled Budgets Resolutions, Plans and proposed revisions to IDP and invite local community to comment and submission to National and Provincial Treasuries and other forums to submit comments ( 21 days for inputs).	MFMA (SEC 22 & 27) & MSA CH 4)	MM	28/03/11	
41	MAR 2011	<b>REVIEW OF PRICES</b> Prices of bulk resources are reviewed and noting any changes.	MFMA (SEC 42)	MM	30/03/11	
42	MAR 2011	<b>OVERSIGHT REPORT</b> Adoption of oversight and comments on annual reports for the financial year ended 2009/2010	MFMA (SEC 129)	COUNCIL	25/03/11	

43	MAR 2011	<b><u>PUBLICATION</u></b> Oversight report, Annual Financial Statement and Annual Report for 2009/2010 are published	MSA (SEC 21) MFMA (SEC 129 SUB (3) )	MM	29/03/11	
44	APRIL 2011	<b><u>IDP REPRESENTATIVE FORUM MEETING</u></b> Presentation of the tabled draft budget and IDP for 2011/2012 to the Forum Confirmation of Sectors projects in preparation for community consultations	MSA CHAP 4	Mayor	08/04/11	
45	APRIL 2011	<b><u>MAYORAL IMZIBIZOS MONTH</u></b> Series of consultations in all wards through Mayoral Izimbizo to inform constituents of the 2011/2012 Budget and IDP	MFMA (SEC 23) MSA CHAP 4	MAYOR	06, 08, 13 and 15 April 2011	
56	APRIL 2011	<b><u>MFMA PRIORITIES</u></b> Quarterly completion and submission of MFMA implementation of priorities.	CIRCULAR 38 OF NT MFMA (SEC 52d)	MM	27/04/11	
47	APRIL 2011	<b><u>REPORTING</u></b> Submission to council a report regarding budget implementation and Financial Affair of the municipality	MFMA (SEC 52D)	MAYOR	27/04/11	
48	APRIL 2011	<b><u>REVISE BUDGET DOCUMENTS</u></b> Revision of budget documents in accordance with consultative processes and taking into account the inputs from National and Provincial Treasuries, public comments as well as the third quarterly review of current year.	MFMA (SEC 21 )	MM	27/04/11	

49	May 2011	<b><u>CONSOLIDATION OF INPUTS FROM STAKEHOLDERS</u></b> The final views of public, National & Provincial Treasuries, other organs of state are consolidated. The Mayor is accorded the opportunity to respond to submissions from consultations and to table amendments to council for consideration.	MFMA (SEC 23 & 24) and MSA CHAPTER 4 as amended	MAYOR	11/05/11	
50	May 2011	<b><u>FINAL MTREF</u></b> Preparation of the final budget and documentation for consideration for approval at least 30 days before the start of the budget year (1 July 2011 to 30 June 2012) taking into account other new information of material nature.	MFMA (SEC 23)	MM	17/05/11	
51	May 2011	<b><u>APPROVAL OF THE 2011/12 BUDGET AND IDP AS WELL AS NOTING OF DRAFT SDBIP'S AND PERFORMANCE CONTRACTS</u></b> Council approves annual budget resolutions, setting of taxes and tariffs. Council approves amendment to IDP note draft SDBIP and Performance Agreements	MFMA (SEC 16 24,26 & 53)	COUNCIL	21/05/11	
52	May 2011	<b><u>PUBLICATION</u></b> The adopted budget, IDP and plans are published.	MFMA (SEC 75 & 87)	MM	29/05/11	
53	JUN 2011	<b><u>SUBMISSION OF 2011/12 SDBIP'S TO THE MAYOR</u></b> Submission to the mayor no later than 14 days after the approval of the budget and, the SDBIP'S and annual performance agreements required by sections 57 (1)(b) of MSA.	MSA (SEC 57(1) MFMA (SEC 69)	MM	17/06/11	
54	JUNE 2011	<b><u>APPROVAL OF THE SDBIP'S</u></b> Approval of SDBIP's 28 days after final approval of the budget and to ascertain that annual performance contracts are concluded in accordance of section 57(2) of MSA. It must be ensured that annual performance agreements are linked to measurable performance objectives approved with the budget.	MFMA (SEC 53) MSA (SEC 38-45 & 57(2) )	MAYOR	30/06/11	

55	JULY 2011	<b><u>SUBMISSION OF SDBIP'S</u></b> The approved SDBIP's and performance agreements are submitted to MEC for Local government, NT & PT and are published within 14 days after approval	MFMA (SEC 53) MSA (SEC 38-45 & 57(2) )	MAYOR	14/07/11	
56	JULY 2011	<b><u>DELEGATIONS</u></b> System of delegation is reviewed and any changes are approved by council.	MFMA (SEC 59, 79 & 72) and MSA (SEC 59-65)	MAYOR	14/07/11	



**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**  
**(ALL TARIFFS ARE EXCLUDING VAT)**

PROPOSED 2011/2012								PROPOSED 2012/2013						PROPOSED 2013/2014										
1. ASSESSMENT RATES																								
	STEP 1		STEP 2		STEP 3				STEP 1		STEP 2		STEP 3				STEP 1		STEP 2		STEP 3			
DESCRIPTION	RATE	AMT	RATE	AMT	RATE	AMT	DISC %	REBATE	RATE	AMT	RATE	AMT	RATE	AMT	DISC %	REBATE	RATE	AMT	RATE	AMT	RATE	AMT	DISC %	REBATE
AGRICULTURAL FARMING	0.00400	999 999 999							0.00500	999 999 999							0.00600	999 999 999						
AGRICULTURAL BUSINESS	0.00400	999 999 999							0.00500	999 999 999							0.00600	999 999 999						
AGRICULTURAL INDUSTRIES	0.00400	999 999 999							0.00500	999 999 999							0.00600	999 999 999						
AGRICULTURAL RESIDENCE	0.00400	999 999 999							0.00500	999 999 999							0.00600	999 999 999						
FARMS OUTSIDE MUNICIPAL BOUNDRY	0.00100	999 999 999					-75		0.02000	999 999 999					-50		0.00600	999 999 999					-25	
BUSINESS	0.01200	10 000 000	0.02400	20 000 000	0.01800	999 999 999			0.01300	10 000 000	0.02400	20 000 000	0.01800	999 999 999			0.01400	10 000 000	0.02400	20 000 000	0.01800	999 999 999		
CRECHES	0.01200	10 000 000	0.02400	20 000 000	0.01800	999 999 999			0.01300	10 000 000	0.02400	20 000 000	0.01800	999 999 999			0.01400	10 000 000	0.02400	20 000 000	0.01800	999 999 999		
TUCKSHOP,TAVERNS	0.01200	10 000 000	0.02400	20 000 000	0.01800	999 999 999			0.01300	10 000 000	0.02400	20 000 000	0.01800	999 999 999			0.01400	10 000 000	0.02400	20 000 000	0.01800	999 999 999		
GUEST HOUSES 1-3 ROOMS	0.01200	10 000 000	0.02400	20 000 000	0.01800	999 999 999	-50		0.01300	10 000 000	0.02400	20 000 000	0.01800	999 999 999	-50		0.01400	10 000 000	0.02400	20 000 000	0.01800	999 999 999	-50	
GUEST HOUSES 4-12 ROOMS	0.01200	10 000 000	0.02400	20 000 000	0.01800	999 999 999	-25		0.01300	10 000 000	0.02400	20 000 000	0.01800	999 999 999	-25		0.01400	10 000 000	0.02400	20 000 000	0.01800	999 999 999	-25	
GUEST HOUSES 13 +	0.01200	10 000 000	0.02400	20 000 000	0.01800	999 999 999			0.01300	10 000 000	0.02400	20 000 000	0.01800	999 999 999			0.01400	10 000 000	0.02400	20 000 000	0.01800	999 999 999		
INDUSTRIAL	0.01200	10 000 000	0.02400	20 000 000	0.01800	999 999 999	-50		0.01300	10 000 000	0.02400	20 000 000	0.01800	999 999 999	-50		0.01400	10 000 000	0.02400	20 000 000	0.01800	999 999 999	-50	
CHURCHES	0.01200	999 999 999					-100		0.13000	999 999 999					-100		0.01400	999 999 999					-100	
GOVERNMENT BUSINESS	0.05000	999 999 999							0.06000	999 999 999							0.07000	999 999 999						
GOVERNMENT OFFICE	0.05000	999 999 999							0.06000	999 999 999							0.07000	999 999 999						
GOVERNMENT OTTOSHOOP	0.05000	999 999 999							0.06000	999 999 999							0.07000	999 999 999						
GOVERNMENT PARK	0.05000	999 999 999							0.06000	999 999 999							0.07000	999 999 999						
GOVERNMENT RESIDENTIAL	0.05000	999 999 999							0.06000	999 999 999							0.07000	999 999 999						
MUNICIPAL BUSINESS	0.05000	999 999 999					-100		0.06000	999 999 999					-100		0.07000	999 999 999					-100	
MUNICIPAL PROPERTIES	0.05000	999 999 999					-100		0.06000	999 999 999					-100		0.07000	999 999 999					-100	
MUNICIPAL OFFICES	0.05000	999 999 999					-100		0.06000	999 999 999					-100		0.07000	999 999 999					-100	
MUNICIPAL PARKS	0.05000	999 999 999					-100		0.06000	999 999 999					-100		0.07000	999 999 999					-100	
PENSIONERS	0.00400	999 999 999					-80	R 40 000	0.00500	999 999 999					-80	R 40 000	0.00600	999 999 999					-80	R 40 000
RDP HOUSES	0.00400	999 999 999					-100	R 40 000	0.00500	999 999 999					-100	R 40 000	0.00600	999 999 999					-100	R 40 000
RESIDENTIAL FLATS	0.00400	999 999 999						R 40 000	0.00500	999 999 999						R 40 000	0.00600	999 999 999						R 40 000
RESIDENTIAL	0.00400	999 999 999						R 40 000	0.00500	999 999 999						R 40 000	0.00600	999 999 999						R 40 000

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**  
**(ALL TARIFFS ARE EXCLUDING VAT)**

	<u>APPROVED</u> <u>2010/2011</u>		<u>PROPOSED</u> <u>2011/2012</u>		<u>PROPOSED</u> <u>2012/2013</u>		<u>PROPOSED</u> <u>2013/2014</u>
<b>2. BUILDING PLAN FEES</b>							
New construction up to 80m²	R 186.00		R 198.91		R 210.00		R 222.00
New construction 80m² and	R 186.00		R 198.91		R 210.00		R 222.00
Alterations and extensions up to 80m²	R 295.00		R 315.44		R 333.00		R 352.00
Alterations and extensions 80m² and over	R 295.00		R 315.44		R 333.00		R 352.00
Additions eg. Carports, swimming pools, tennis courts, summer houses, underground petrol tanks etc.	R 439.00		R 469.62		R 496.00		R 525.00
Re-submission of above plans where approval has lapsed after 12 mths							
In the event of cancellation after building plans approval, the building plan fees is retained to equivalent of plan fees.							
<b>3. INSPECTION FEES</b>							
Surcharge for inspections by building inspectors :							
<b>Dwelling House (Residential Buildings)</b>							
Complete Inspection	R 355.00		R 380.17		R 402.00		R 425.00
Additional Inspection	R 371.00		R 396.65		R 419.00		R 443.00
<b>Non Residential Buildings</b>							
Gross floor area up to 125 m²							
Complete Inspection	R 491.00		R 524.94		R 555.00		R 586.00
Additional Inspection	R 491.00		R 524.94		R 555.00		R 586.00
<b>4. BUILDING DEPOSIT</b>							
A deposit is payable prior to the commencement of building against any damage to Council property and is refundable upon completion of the building and the clearance of building rubble from the area and if no damage to Council property has occurred :							
Residential	R 2 698.00 /building(erf)		R 2 887.18		R 3 052.00 /building(erf)		R 3 226.00 /building(erf)
Business	R 5 904.00 /building(erf)		R 6 316.96		R 6 677.00 /building(erf)		R 7 058.00 /building(erf)
Industrial	R 5 904.00 /building(erf)		R 6 316.96		R 6 677.00 /building(erf)		R 7 058.00 /building(erf)
Schools/Institutions	R 3 710.00 /building(erf)		R 3 970.02		R 3 970.00 /building(erf)		R 4 436.00 /building(erf)
<b>5. BUILDERS INSPECTION BOOK</b>							
To replace a lost book. Fee for replacement	R 464.00		R 496.69		R 525.00		R 555.00
<b>6. BURIAL FEES (NOT VATABLE)</b>							
Fees for persons resident in the municipal area of jurisdiction at the time of their death. Outside jurisdiction or more.							
Children and still-born babies	R 143.00		R 153.01		R 162.00		R 171.00
12 years and over	R 493.00		R 527.30		R 557.00		R 589.00
Additional depth							
Reserved Plots : Single	R 942.00		R 1 007.51		R 1 065.00		R 1 126.00
: Double	R 1 201.00		R 1 285.28		R 1 359.00		R 1 436.00
<b>7. BUSINESS LICENSES</b>							
Inspection of Business Premises	R 506.00		R 541.42		R 572.00		R 605.00
Additional Inspection	R 506.00		R 541.42		R 572.00		R 605.00
<b>8. RENTAL OF SITES AND CAMPS</b>							
Rental per site							
Per Day	R 202.00		R 216.57		R 229.00		R 242.00
Per Month	R 6 072.00		R 6 497.04		R 6 867.00		R 7 259.00
<b>9. DAMAGE TO COUNCIL PROPERTY</b>							
Streetslight Poles and Fittings:							
Meters:	Replacement cost + 10%		Replacement cost + 10%		Replacement cost + 10%		Replacement cost + 10%
Roads, Pavements, etc.:	Replacement cost + 10%		Replacement cost + 10%		Replacement cost + 10%		Replacement cost + 10%
Water/Sewer Mains/Pipes:	Re-instatement cost + 10%		Re-instatement cost + 10%		Re-instatement cost + 10%		Re-instatement cost + 10%
Barrier, Fencing and Road Signs:	Replacement cost + 10%		Replacement cost + 10%		Replacement cost + 10%		Replacement cost + 10%
	Cost + 10%		Cost + 10%		Cost + 10%		Cost + 10%
<b>10. CONSUMER DEPOSIT</b>							
To be levied on tenants accounts only.							
Residential	<b>Deposit</b> R 619.00		<b>Deposit</b> R 662.65		<b>Deposit</b> R 729.00		<b>Deposit</b> R 802.00
Business	R 2 110.00		R 2 257.49		R 2 483.00		R 2 732.00
Industrial	R 2 110.00		R 2 257.49		R 2 483.00		R 2 732.00
Other	R 2 110.00		R 2 257.49		R 2 483.00		R 2 732.00
<b>11. DOCUMENTS</b>							
Issuing of Zoning Certificate	R 25.00		R 29.43		R 25.00		R 25.00
Issuing of Clearance Certificate	R 194.00		R 207.15		R 228.00		R 251.00
Issuing of Valuation Certificate	R 194.00		R 207.15		R 228.00		R 251.00
Exemptions - Low cost housing projects - as per Council resolution.							
"Rates Clearance and Valuation Certificates"							
<b>Resolved:</b>							
(a) That the exemption of Council from the levying of the charges for payment of the amounts payable on the issuing of Clearance and Valuation Certificate by the Chief Financial Officer be approved only on even belonging and registered in the name of Mafikeng Local Municipality							
(b) "That the exemption as in (1) above be restricted to Government subsidized low cost housing projects only"							
<b>12. FIRE BRIGADE</b>							

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**  
(ALL TARIFFS ARE EXCLUDING VAT)

	<u>APPROVED</u> <u>2010/2011</u>		<u>PROPOSED</u> <u>2011/2012</u>		<u>PROPOSED</u> <u>2012/2013</u>		<u>PROPOSED</u> <u>2013/2014</u>	
Fire (Per Vehicle):	R 1 012.00	p/h or part thereof + cost of chemicals + cost of water.	R 1 082.84	p/h or part thereof + cost of chemicals + cost of water.	R 1 145.00	p/h or part thereof + cost of chemicals + cost of water.	R 1 210.00	p/h or part thereof + cost of chemicals + cost of water.
Personnel Charges: All personnel regardless of rank.	R 406.00	per person p/h or part thereof.	R 434.31	per person p/h or part thereof.	R 459.00	per person p/h or part thereof.	R 485.00	per person p/h or part thereof.
Water Tanker	R 472.00	per Tanker or part thereof	R 504.93	R 505.00	per Tanker or part thereof	R 534.00	per Tanker or part thereof	R 564.00
<b>Pumping/Removal of Water from Premises etc.:</b> Portable Pump.	R 202.00	p/h or part thereof.	R 216.57	R 217.00	p/h or part thereof.	R 229.00	p/h or part thereof.	R 242.00
<b>Swimming Pools:</b> Emptying	R 640.00		R 685.01	R 685.00	R 724.00		R 765.00	
Filling	R 640.00	+ cost of water	R 685.01	R 685.00	R 724.00	+ cost of water	R 765.00	+ cost of water
Emptying and Filling	R 1 224.00	+ cost of water @ R3.30/kl	R 1 310.00	R 1 310.00	R 1 385.00	+ cost of water @ R3.30/kl	R 1 464.00	+ cost of water @ R3.30/kl
Water Tanker	R 472.00	per Tanker	R 504.93	R 505.00	per Tanker	R 534.00	per Tanker	R 564.00
<b>13. (a) INTEREST RATES</b> Interest to be charged at Prime + 1% p.a. Overdraft Rate applicable to Council rounded off the higher %. In the event of major fluctuations, interest rates to be determined in May/June for July and <u>may</u> increase in November/December for January charges. All overdue accounts (accounts became overdue if not paid on or before 15 <sup>th</sup> of the month following the month in which the amount was levied) for:- - Assessment Rates - Consumer Accounts - Sale of Stands:- - Any other levy or amount owed That the interest rate for the Consolidated Capital Development and loans Fund be determined as per Overdue accounts handed for collection to collection agencies and consortium will attract a 15% collection charge.		Capital and Installments						
<b>(b)</b>								
<b>14. METER TESTING</b> A charge of Costs + 10% + VAT for each water meter test, payable with application, will be made. This amount is refunded if the meter is found to be faulty.								
<b>15. METER READING : SPECIAL</b> A charge of R75.00 + VAT for each special meter reading, meter be read other than at the usual time, payable with application.	R 168.00		R 180.08	R 180.00	R 190.00		R 201.00	
<b>16. PARKING AREAS</b> If an owner is unable to provide the required number of parking bays on his property he will pay a fee of R12,600.00 for every parking bay or part thereof the owner is unable to provide.	R 21 926.00		R 23 461.14	R 23 461.00	R 24 798.00		R 26 212.00	
<b>17. PHOTOCOPIES/PLAN PRINTS</b> Photocopies:- A4 per copy Thereafter (each) A3 per copy Building and Plan Prints (per copy) Lost Documents - Search Fee (per copy)	R 1.00 R 21.00 R 1.00 R 64.00 R 0.00 R 20.00	R 1.18 R 22.36 R 1.18 R 68.27 R 0.00 R 21.19	R 1.00 R 22.00 R 1.00 R 68.00 R 0.00 R 21.00	R 1.00 R 24.00 R 1.00 R 72.00 R 0.00 R 21.00	R 1.00 R 25.00 R 1.00 R 76.00 R 0.00 R 24.00			
<b>18. POSTERS/BANNERS/BILLBOARD</b> See New Schedule underneath								
<b>19. POUND FEES</b> <b>Per Head Per Day (24 hours or part thereof)</b> Horses, Cattle, Donkeys Sheep, Goats, Pigs and Dogs <b>Separate Holding (each)</b> Stallion, Bull, Boar Ostrich, Ram and Others <b>Other Charges</b> Driving of all animals Trespassing Council will not be held liable for loss or damage whilst animals are held in the Pound.	R 186.00 R 85.00  R 304.00 R 254.00  R 52.00 R 194.00	R 198.91 R 90.63  R 324.85 R 271.89  R 55.32 R 207.15	R 199.00 R 91.00  R 325.00 R 272.00  R 55.00 R 207.00	R 210.00 R 96.00  R 343.00 R 287.00  R 58.00 R 219.00	R 222.00 R 101.00  R 363.00 R 304.00  R 62.00 R 231.00			
<b>20. PUBLIC WORKS</b> Re-instatement of Road Crossings Cost + 10% Construction : New Curb Entrances Cost + 10%	minimum of minimum of	R 2 024.00 R 2 024.00	R 2 165.68 R 2 165.68	R 2 166.00 R 2 166.00	R 2 289.00 R 2 289.00		R 2 420.00 R 2 420.00	
<b>21. GRASS CUTTING</b> Cutting of Grass at School Playgrounds Cost + 10% Cutting of Grass of Private Open Spaces Cost + 10% <b>Unauthorized/Illegal Road Cutting</b> A penalty of R2,100.00 plus the relevant re-instatement cost + VAT will be charged.	minimum of minimum of	R 2 024.00 R 210.00 per/m²	R 2 165.68 R 224.81	R 2 166.00 R 225.00 per/m²	R 2 289.00 R 238.00 per/m²		R 2 420.00 R 251.00 per/m²	

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**  
**(ALL TARIFFS ARE EXCLUDING VAT)**

	<u>APPROVED</u> <u>2010/2011</u>	<u>PROPOSED</u> <u>2011/2012</u>	<u>PROPOSED</u> <u>2012/2013</u>	<u>PROPOSED</u> <u>2013/2014</u>
<b>22. REFUSE BINS</b>				
240ℓ Bins	Replacement cost + 10%	Replacement cost + 10%	Replacement cost + 10%	Replacement cost + 10%
<b>23. REFUSE REMOVAL (per month)</b>				
<b>COMMERCIAL</b>				
<b>Refuse Tariff</b>				
(a) Single Office, Tuckshops, Surgeries (excluding Medical Waste)	R 168.00	R 180.08	R 180.00	R 190.00
(b) Banks, Clothing Shop, Place of Entertainment/Theatres, Hardware Stores; Sports Clubs, Church Halls, Community Halls, Bakeries	R 295.00	R 315.44	R 315.00	R 333.00
(c) Greengrocers, Cafes, Restaurant, Garages, Workshop, Spare Shops	R 422.00	R 451.97	R 452.00	R 478.00
(d) Butcher	R 675.00	R 722.68	R 723.00	R 764.00
(e) Shopping Complex:				
North West Mall	R 12 649.00	R 13 534.32	R 13 534.00	R 14 306.00
MegaCity	R 12 649.00	R 13 534.32	R 13 534.00	R 14 306.00
Plaza Center	R 8 433.00	R 9 022.88	R 9 023.00	R 9 537.00
Station Boulevard	R 8 433.00	R 9 022.88	R 9 023.00	R 9 537.00
Mafikeng Market Square	R 5 904.00	R 6 316.96	R 6 317.00	R 6 677.00
Game / Molopo Center	R 4 386.00	R 4 692.70	R 4 693.00	R 4 960.00
No. of shops as per applicable tariffs [per 27 (1) to (4)]				
(f) Garona	R 17 541.00	R 18 768.44	R 18 768.00	R 19 838.00
(g) Rooigrond Prison	R 6 746.00	R 7 218.54	R 7 219.00	R 7 630.00
<b>Big Business - Refuse Room/Plastic Bags</b>				
(a) Wet Refuse (Wholesalers and Industrial)	R 2 530.00	R 2 707.10	R 2 707.00	R 2 861.00
(b) Daily including Saturday & Sunday (Hotels, Boarding Institutions) + Hospitals	R 3 879.00	R 4 150.10	R 4 150.00	R 4 387.00
(c) Guest Houses (Charge Business Tariff)				
Guest House up to 3 Rooms	R 168.00	R 180.08	R 180.00	R 190.00
Guest House up to 12 Rooms	R 353.00	R 377.82	R 378.00	R 399.00
Guest 13 Rooms and above	R 591.00	R 632.05	R 632.00	R 668.00
<b>Bulk Container - Trade Refuse (6m³)</b>				
Once a week removal per 6m³ container	R 338.00	R 361.34	R 361.00	R 382.00
Removal on request per 6m³ container and residential	R 287.00	R 307.20	R 307.00	R 325.00
Removal by Truck on request (excluding builders' rubble)	R 708.00	R 757.99	R 758.00	R 801.00
<b>[Condemned food stuffs (per removal)]</b>	R 843.00	R 901.58	R 902.00	R 953.00
<b>Household</b>				
<i>Domestic</i> : Twice a week removal plus 2 refuse bags	R 75.00	R 80.04	R 80.00	R 85.00
<i>Number of Flats per establishment R32</i>	R 75.00	R 80.04	R 80.00	R 85.00
Monthly Removal				
Old Age Homes	R 161.00	R 171.84	R 172.00	R 182.00
<b>Refuse Removal on request</b>				
Garden Refuse (Residential) per Load or Part thereof	R 315.00	R 336.62	R 337.00	R 356.00
Builders' Rubble per Load or Part thereof	R 2 081.00	R 2 226.88	R 2 227.00	R 2 354.00
<b>Forced Removal</b>				
Builders' rubble per Load or Part thereof	R 3 290.00	R 3 520.41	R 3 520.00	R 3 721.00
+ Cleansing of Vacant Site	R 5 059.00	R 5 413.02	R 5 413.00	R 5 722.00
If both occurs on site	R 6 536.00	R 6 993.73	R 6 994.00	R 7 392.00
<b>Removal of Dead Animal</b>	R 338.00 per/LDV	R 361.34	R 361.00 per/LDV	R 382.00 per/LDV
<b>Daily Removal</b>				
Government Building	R 6 072.00	R 6 497.04	R 6 497.00	R 6 867.00
City Council	R 6 072.00	R 6 497.04	R 6 497.00	R 6 867.00
International School	R 4 216.00	R 4 511.44	R 4 511.00	R 4 769.00
University/Nurses Training College	R 4 216.00	R 4 511.44	R 4 511.00	R 4 769.00
Hostels (University)	R 3 879.00	R 4 150.10	R 4 150.00	R 4 387.00
Public Schools	R 262.00	R 280.13	R 280.00	R 296.00
Private Schools	R 168.00	R 180.08	R 180.00	R 190.00
<b>24. REFUSE DISPOSAL SITE</b>				
(Per stand per month)				
Other Specified Properties				
SANDF Village	R 94.00	R 100.05	R 100.00	R 106.00
<b>25. RESIDENTS NAMES, ADDRESSES, ERF, VOTERS ROLL</b>				
Per List				
List per Ward	R 221.00	R 236.58	R 237.00	R 250.00
List per Township	R 295.00	R 315.44	R 315.00	R 333.00
List of Businesses	R 221.00	R 236.58	R 237.00	R 250.00
Full Voters Roll List	R 675.00	R 722.68	R 723.00	R 764.00
Full Valuation Roll	R 675.00	R 722.68	R 723.00	R 764.00
<b>26. APPLICATION AND OTHER FEES FOR LAND MATTERS</b>				
The following application fees are payable where the Council is to place advertisement as required in terms of Statutory provisions:				
(a) Fees payable on application for the change of rezoning or special consent	R 3 374.00	R 3 609.86	R 3 610.00	R 3 816.00
(b) Fees payable for the Sale and/or Lease of Sanitary Lanes	R 1 686.00	R 1 804.34	R 1 804.00	R 1 907.00

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**  
**(ALL TARIFFS ARE EXCLUDING VAT)**

	<u>APPROVED</u> <u>2010/2011</u>		<u>PROPOSED</u> <u>2011/2012</u>		<u>PROPOSED</u> <u>2012/2013</u>		<u>PROPOSED</u> <u>2013/2014</u>
(c) Fees payable for advertisements for the Sale and or Lease of Land by Council as per Council Resolution	R 3 374.00	R 3 609.86	R 3 610.00		R 3 816.00		R 4 033.00
<b>Plus</b>							
Deposit for incidental cost for survey, approval or any other charge	R 11 806.00	R 12 632.74	R 12 633.00		R 13 353.00		R 14 114.00
<b>27. SANITATION</b>							
Disposal for Chemical Toilets	R 85.00 per kilolitre	R 100.05	R 100.00 per kilolitre		R 106.00 per kilolitre		R 112.00 per kilolitre
<b>28. SEWERAGE TARIFF</b>							
This is raised annually, but for consumers convenience it will appear on the account monthly. If unpaid, it will be handed over with outstanding Rates. This will be charged and must be paid on Clearance Certificates.							
In respect of every lot zoned, or used for price residential purposes only, whether occupied or not:-							
<b>RESIDENTIAL (ERF AREA M²) PER MONTH</b>							
No. of flats per establishment X R8.40 + VAT							
Upto - 400	R 24.00	R 25.89	R 26.00		R 27.00		R 29.00
401 - 800	R 48.00	R 51.79	R 52.00		R 55.00		R 58.00
801 - 1200	R 95.00	R 101.22	R 101.00		R 107.00		R 113.00
1201 - 1600	R 107.00	R 114.17	R 114.00		R 121.00		R 128.00
1601 - 2400	R 144.00	R 154.19	R 154.00		R 163.00		R 172.00
2401	R 168.00	R 180.08	R 180.00		R 190.00		R 201.00
Guest House up to 3 Rooms	R 186.00	R 198.91	R 199.00		R 210.00		R 222.00
Guest House 12 Rooms	R 371.00	R 396.65	R 397.00		R 419.00		R 443.00
Guest House 13 +	R 548.00	R 586.15	R 586.00		R 620.00		R 655.00
In respect of every lot zoned or used, for purposes other than for Private residential purposes, whether occupied or not, excluding those properties mentioned below excluding the use as flats.							
Upto - 800	R 371.00	R 396.65	R 397.00		R 419.00		R 443.00
801 - 1600	R 464.00	R 496.69	R 497.00		R 525.00		R 555.00
1601 - 2400	R 524.00	R 560.25	R 560.00		R 592.00		R 626.00
2401 - 3200	R 633.00	R 676.78	R 677.00		R 715.00		R 756.00
3201 - 4000	R 693.00	R 741.51	R 742.00		R 784.00		R 828.00
For stands having an area in excess of 4000m² in extent the basic is to be calculated at R383.00 + VAT. R376.00 + VAT for every 1000m² or part thereof by which the lot is greater than 4000m² to a maximum charge of R795.00 + VAT.							
<b>Government (Excluding Residential)/Business/Industrial/Commercial/Municipal</b>							
<b>Valuation of Improvements X p.a.</b>	<b>R 0.00578</b>	<b>R 0.01</b>	<b>R 0.00</b>		<b>R 0.00</b>		<b>R 0.00</b>
<b>Other Properties:</b>	<b>Per Month</b>		<b>Per Month</b>		<b>Per Month</b>		<b>Per Month</b>
Victoria / Bophelong Hospital (Mafikeng Hospital)	R 59 873.00	R 64 064.11	R 64 064.00		R 67 716.00		R 71 576.00
S.A.N.D.F.	R 24 455.00	R 26 167.06	R 26 167.00		R 27 659.00		R 29 235.00
Mogacly	R 12 311.00	R 13 172.98	R 13 173.00		R 13 924.00		R 14 718.00
Abattoir	R 12 144.00	R 12 994.08	R 12 994.00		R 13 735.00		R 14 518.00
Tusk Mmatbatho / Molopo Tusk (Students Residence)	R 8 433.00	R 9 022.88	R 9 023.00		R 9 537.00		R 10 081.00
Cattle Abattoir	R 5 734.00	R 6 135.70	R 6 136.00		R 6 485.00		R 6 855.00
<b>Additional Sewerage Connection installed by Council</b>							
Any diameter - cost plus 10%	R 5 059.00	R 5 413.02	R 5 413.00		R 5 722.00		R 6 048.00
Clearing Sewerage Blockages, and assisting Private Institutions with their own Pump Stations							
Office Hours: Per half-hour or part thereof	R 422.00	R 451.97	R 452.00		R 478.00		R 505.00
After Hours: Per half-hour or part thereof	R 675.00	R 722.68	R 723.00		R 764.00		R 807.00
<b>29. SWIMMING BATH (Value added Tax - Included)</b>							
Children each 0 - 6 years	<b>Free</b>		<b>Free</b>		<b>Free</b>		<b>Free</b>
Children each Over 6 - 14 years	R 4.00	R 4.71	R 5.00		R 5.00		R 5.00
Children each	R 9.00	R 9.42	R 9.00		R 10.00		R 11.00
Adults	R 20.00	R 21.19	R 21.00		R 22.00		R 24.00
Children up to 12 years old must be accompanied by a guardian over the age of 18 years							
<b>30. TAXI FEE</b>							
To be determined on completion of Taxi Rank/Bus Rank	R 94.00	R 100.05	R 100.00		R 106.00		R 112.00
<b>31. VEHICLE</b>							
<b>Licenses and Tests:</b>					R 0.00		R 0.00
<b>Pound:</b> Tow-in of vehicles (per vehicle)	R 531.00	R 568.49	R 568.00		R 601.00		R 635.00
<b>Escort Fees:</b> Per Vehicle (within Council's boundaries)	R 531.00	R 568.49	R 568.00		R 601.00		R 635.00
<b>Keeping of Vehicles:</b> Per Vehicle per day. Including days in which it has been impounded and sold.	R 330.00	R 353.10	R 353.00		R 373.00		R 395.00
<b>32. WATER CONNECTIONS</b>							
<b>CONNECTION SIZE (PAYABLE WITH APPLICATION)</b>							
Pipe not exceeding 24m in length							
15mm	R 1 265.00	R 1 353.55	R 1 354.00		R 1 431.00		R 1 512.00
20mm	R 1 772.00	R 1 896.15	R 1 896.00		R 2 004.00		R 2 118.00
25mm	R 2 530.00	R 2 707.10	R 2 707.00		R 2 861.00		R 3 025.00

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**  
**(ALL TARIFFS ARE EXCLUDING VAT)**

	<u>APPROVED</u> <u>2010/2011</u>	<u>PROPOSED</u> <u>2011/2012</u>	<u>PROPOSED</u> <u>2012/2013</u>	<u>PROPOSED</u> <u>2013/2014</u>
*40 - 80mm	* Cost + 10% (R3,000.00 Deposit)	* Cost + 10% (R3,000.00 Deposit)	* Cost + 10% (R3,000.00 Deposit)	* Cost + 10% (R3,000.00 Deposit)
*100 - 150mm	* Cost + 10% (R3,000.00 Deposit)	* Cost + 10% (R3,000.00 Deposit)	* Cost + 10% (R3,000.00 Deposit)	* Cost + 10% (R3,000.00 Deposit)
For water pipe exceeding 24m in length				
* Any size	Cost + 10%	Cost + 10%	Cost + 10%	Cost + 10%
* Final cost invoice will be issued. Deposit is payable with application.				
<b>No connection will be done without a Connection Form</b>				
Re-connection fees for water cut-off as determined by Council from time to time. (Provided full cost is recovered).				
(Administration fee of 10% on application of Refunds on fees paid to a minimum of R25.00)				
<b>33. ILLEGAL WATER CONSUMPTION</b>				
Penalty tariff of 1000kl charged at over 60kl tariff.				
<b>34. ILLEGAL RECONNECTION AFTER CUT-OFF</b>				
1st Time Offenders Sign Admission of guilt	R 1 500.00	R 1 500.00	R 1 500.00	R 1 500.00
2nd Time Offenders	Court Action	Court Action	Court Action	Court Action
3rd Time Offenders	Court Action	Court Action	Court Action	Court Action
<b>35. LIBRARY</b>				
Registration Fee: Children	<b>Free</b>	<b>Free</b>	<b>Free</b>	<b>Free</b>
Adults	<b>Free</b>	<b>Free</b>	<b>Free</b>	<b>Free</b>
Lost Materials (e.g. Books, magazines, videos, Educational toys)	Cost + 10% Administration Fee	Cost + 10% Administration Fee	Cost + 10% Administration Fee	Cost + 10% Administration Fee
Overdue Items/Late Submission	R 1.00 c per day	R 0.59 R 1.00 c per day	R 1.00 c per day	R 1.00 c per day
<i>In the event whereby a book is delayed for more than 3 weeks, renewal be suspended for months and re-instatement fee of R10.00 be charged.</i>				
Card Replacement - Manual	R 2.00 per card	R 2.35 R 2.00 per card	R 2.00 per card	R 3.00 per card
Card Replacement - Manual	R 11.00 per card	R 11.77 R 12.00 per card	R 12.00 per card	R 13.00 per card
Reference information internet (A4)	R 1.00 per copy	R 1.18 R 1.00 per copy	R 1.00 per copy	R 1.00 per copy
Reference information internet (A3)	R 2.00 per copy	R 2.35 R 2.00 per copy	R 2.00 per copy	R 3.00 per copy
Additional Items (e.g. extra books)	R 2.00 per item	R 2.34 R 2.00 per item	R 2.00 per item	R 3.00 per item
Library Photocopies each	R 1.00 A4	R 0.59 R 1.00 A4	R 1.00 A4	R 1.00 A4

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**  
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Library Photocopies each	R 1.00 A3	R 1.18	R 1.00 A3	R 1.00 A3	R 1.00 A3	R 1.00 A3	R 1.00 A3
Parking (Mafikeng Library Courtyard)	R 55.00 per month	R 58.85	R 59.00 per month	R 62.00 per month	R 66.00 per month		
<b>36. FIRE FIGHTING ACADEMY</b>							
Training of Personnel from other institutions	R 363.00 per person per day	R 388.41	R 388.00 per person per day	R 411.00 per person per day	R 434.00 per person per day		
Rental Tariff as per Council Staff Housing Policy	R 110.00 Porter Camp	R 117.70	R 118.00 Porter Camp	R 124.00 Porter Camp	R 132.00 Porter Camp		
Electricity	R 220.00 House	R 235.40	R 235.00 House	R 249.00 House	R 263.00 House		
<b>37. REFER TO DRAWER CHEQUES + DEBIT ORDER</b>							
Cheques/Debit Order returned by the bank will attract an administration charge	In accordance with Bank Charges	In accordance with Bank Charges	In accordance with Bank Charges	In accordance with Bank Charges	In accordance with Bank Charges		
Admin Fee in accordance with Bank R/D Tariff							
<b>38. FUNERALS</b>							
Water Tankers	R 165.00	R 176.55	R 177.00	R 187.00	R 197.00		
5000ℓ	R 330.00	R 353.10	R 353.00	R 373.00	R 395.00		
<b>39. PARKING AREA AT STADIUM</b>							
Rental (1300 parking bays)	R 8 250.00 per day	R 8 827.50	R 8 828.00 per day	R 9 331.00 per day	R 9 863.00 per day		

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**  
(ALL TARIFFS ARE EXCLUDING VAT)

			<u>APPROVED</u> <u>2010/2011</u>	<u>PROPOSED</u> <u>2011/2012</u>	<u>PROPOSED</u> <u>2012/2013</u>	<u>PROPOSED</u> <u>2013/2014</u>
<b>I. OTTOSHOOP TOWN</b>						
(a)	<b>WATER</b> 6kl Free First 25 kl Above 25 kl	0 - 25 Over 25	As per Mafikeng Tariff As per Mafikeng Tariff As per Mafikeng Tariff	As per Mafikeng Tariff As per Mafikeng Tariff As per Mafikeng Tariff	As per Mafikeng Tariff As per Mafikeng Tariff As per Mafikeng Tariff	As per Mafikeng Tariff As per Mafikeng Tariff As per Mafikeng Tariff
(b)	<b>REFUSE REMOVAL (per month)</b> Refuse Tariff		As per Mafikeng Tariff	As per Mafikeng Tariff	As per Mafikeng Tariff	As per Mafikeng Tariff
(c)	<b>SALE OF BINS</b> Sold to the public		As per Mafikeng Tariff	As per Mafikeng Tariff	As per Mafikeng Tariff	As per Mafikeng Tariff
(d)	<b>ASSESSMENT RATES</b> Site Improvements		As per Mafikeng Tariff As per Mafikeng Tariff	As per Mafikeng Tariff As per Mafikeng Tariff	As per Mafikeng Tariff As per Mafikeng Tariff	As per Mafikeng Tariff As per Mafikeng Tariff
	<b>REBATES</b> (a) Residential 6, 15, 30 (b) Business Minor and Commercial (c) Industrial (d) Business/Industrial(Major):l					
(e)	<b>BURIAL FEES (NOT VATABLE)</b> Residents Non-Residents		As per Mafikeng Tariff	As per Mafikeng Tariff	As per Mafikeng Tariff	As per Mafikeng Tariff
(f)	<b>TRACTOR RENTAL</b> Within 5km radius from town Tractor/Slasher HiPe	per hour per hour	R 153.00 R 153.00	R 163.60 R 163.60	R 173.00 R 173.00	R 183.00 R 183.00
<b>II. MARUPING</b>						
(a)	<b>1 WATER</b> 6kl Free	0 - 6 6.1 - 25 perkl Over 25	As per Mafikeng Tariff As per Mafikeng Tariff As per Mafikeng Tariff	As per Mafikeng Tariff As per Mafikeng Tariff As per Mafikeng Tariff	As per Mafikeng Tariff As per Mafikeng Tariff As per Mafikeng Tariff	As per Mafikeng Tariff As per Mafikeng Tariff As per Mafikeng Tariff
	<b>2</b>	A flat rate of R10.00 is charged. This includes refuse removal and rental of stand.				
(b)	<b>HOSTEL ROOM RENTAL</b> Per room per month		R 30.00	R 31.78	R 32.00	R 34.00



**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**  
(ALL TARIFFS ARE EXCLUDING VAT)

**WATER TARIFFS**

The Water Tariff comes into effect on those accounts (consumption) that are payable by 1 July 2010

		APPROVED 2010/2011	PROPOSED 2011/2012	PROPOSED 2012/2013	PROPOSED 2013/2014
ARIF	DESCRIPTION	COST PER KL R.c. 2010/2011	COST PER KL R.c. 2011/2012	COST PER KL R.c. 2012/2013	COST PER KL R.c. 2013/2014
1.	MUNICIPAL	Cost	Cost	Cost	Cost
2.	DOMESTIC/ASLAAGTE				
2.1	0 - 6 Free Basic Water	0	0	0	0
2.2	0 - 6	Cost	Cost	Cost	Cost
2.2	6.1 - 15	3.92	4.20	4.49	4.81
2.3	Over 15.1 - 30	5.22	5.58	5.97	6.39
2.4	Over 30.1 - 45	6.53	6.99	7.48	8.00
2.5	Over 45.1 - 60	7.84	8.39	8.98	9.60
2.6	Over 60.1	9.14	9.78	10.46	11.20
3.	INDUSTRIAL				
3.1	0 - 300	6.53	6.99	7.48	8.00
3.2	Over 301 - 600	7.84	8.39	8.98	9.60
3.3	Over 601	9.14	9.78	10.46	11.20
4.	FLATS, BUSINESS AND ALL OTHER				
4.1	0 - 300	6.53	6.99	7.48	8.00
4.2	Over 301 - 600	7.84	8.39	8.98	9.60
4.3	Over 601	9.14	9.78	10.46	11.20
6.	SPORTS CLUBS				
6.1	0 - 300	3.92	4.20	4.49	4.81
6.2	Over 301 - 600	4.57	4.89	5.23	5.60
6.3	Over 601	5.22	5.59	5.98	6.40
8.	PREPAID METERS	6.53	6.99	7.48	8.00
Each kilolitre is charged at the rate corresponding to the limits within which that kilolitre falls eg., 55kl (domestic) will be charged as follows:					
	0 - 6 Free Basic Water				
	6.1 - 15	35.25	37.72	40.36	43.19
	15.1 - 30	75.74	81.04	86.72	92.79
	30.1 - 45	91.41	97.81	104.66	111.98
	45.1 - 55	80.96	86.62	92.69	99.17
		283.36	300.08	317.78	336.53
		39.67	42.45	45.42	48.60
		323.03	342.09	362.27	383.65

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2009**

**COMMUNITY HALLS  
MMABATHO CIVIC CENTRE**

APPROVED 2010/2011						REVISED 2010/2011					PROPOSED 2011/2012					PROPOSED 2012/2013					PROPOSED 2013/2014										
FACILITY	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT¹	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT¹	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT¹	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT¹	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT¹	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT¹	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT	
	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day
Foyer	665.50	931.70	665.50	1 331.00	1 597.20	665.50	931.70	665.50	1 331.00	1 597.20	706.76	989.47	732.05	1 438.81	1 721.52	748.46	1 047.84	805.26	1 553.71	1 853.10	800.85	1 121.19	861.62	1 662.47	1 982.82	800.85	1 121.19	861.62	1 662.47	1 982.82	
Kitchen	998.25	998.25	998.25	1 996.50	1 996.50	998.25	998.25	998.25	1 996.50	1 996.50	1 060.14	1 060.14	1 098.08	2 158.22	2 158.22	1 122.69	1 122.69	1 207.88	2 330.57	2 330.57	1 201.28	1 201.28	1 292.43	2 493.71	2 493.71	1 201.28	1 201.28	1 292.43	2 493.71	2 493.71	
Courtyard	500.00	600.00	500.00	1 000.00	1 100.00	500.00	600.00	500.00	1 000.00	1 100.00	500.00	600.00	500.00	1 000.00	1 100.00	500.00	600.00	500.00	1 000.00	1 100.00	535.00	642.00	535.00	1 070.00	1 177.00	535.00	642.00	535.00	1 070.00	1 177.00	
Boardroom 1	300.00	Not Available	300.00	Not Available	Not Available	300.00	Not Available	300.00	Not Available	Not Available	300.00	Not Available	300.00	Not Available	Not Available	300.00	Not Available	300.00	Not Available	Not Available	300.00	Not Available	300.00	Not Available	Not Available	300.00	Not Available	300.00	Not Available	Not Available	
Boardroom 2 & 3	200.00	Not Available	200.00	Not Available	Not Available	200.00	Not Available	200.00	Not Available	Not Available	200.00	Not Available	200.00	Not Available	Not Available	200.00	Not Available	200.00	Not Available	Not Available	200.00	Not Available	200.00	Not Available	Not Available	200.00	Not Available	200.00	Not Available	Not Available	
Hall	2 662.00	3 327.50	2 662.00	5 324.00	5 989.50	2 662.00	3 327.50	2 662.00	5 324.00	5 989.50	2 827.04	3 533.81	2 928.20	5 755.24	6 462.01	2 993.84	3 742.30	3 221.02	6 214.86	6 963.32	3 203.41	4 004.26	3 446.49	6 649.90	7 450.75	3 203.41	4 004.26	3 446.49	6 649.90	7 450.75	
Gallery	1 331.00	1 663.75	1 331.00	2 662.00	2 994.75	1 331.00	1 663.75	1 331.00	2 662.00	2 994.75	1 413.52	1 766.90	1 464.10	2 877.62	3 231.00	1 496.92	1 871.15	1 610.51	3 107.43	3 481.66	1 601.70	2 002.13	1 723.25	3 324.95	3 725.38	1 601.70	2 002.13	1 723.25	3 324.95	3 725.38	
Stage	1 331.00	1 663.75	1 331.00	2 662.00	2 994.75	1 331.00	1 663.75	1 331.00	2 662.00	2 994.75	1 413.52	1 766.90	1 464.10	2 877.62	3 231.00	1 496.92	1 871.15	1 610.51	3 107.43	3 481.66	1 601.70	2 002.13	1 723.25	3 324.95	3 725.38	1 601.70	2 002.13	1 723.25	3 324.95	3 725.38	
Sound & Lighting	399.30	399.30	931.70	1 331.00	1 331.00	399.30	399.30	931.70	1 331.00	1 331.00	424.06	424.06	1 024.87	1 448.93	1 448.93	449.08	449.08	1 127.36	1 576.43	1 576.43	480.51	480.51	1 206.27	1 686.78	1 686.78	480.51	480.51	1 206.27	1 686.78	1 686.78	
Grand Piano (New)						500.00	500.00	250.00	500.00	500.00	531.00	531.00	265.50	531.00	531.00	562.33	562.33	292.05	854.38	854.38	601.69	601.69	312.49	914.19	914.19	601.69	601.69	312.49	914.19	914.19	
Small Piano (New)						250.00	250.00	125.00	250.00	250.00	265.50	265.50	132.75	265.50	265.50	281.16	281.16	146.03	427.19	427.19	300.85	300.85	156.25	457.09	457.09	300.85	300.85	156.25	457.09	457.09	
Furniture																															
Chair	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	
Table (Rectangular)	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	
Table (Round)	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	
Podium	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	
Cutlery																															
Cake fork	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Dessert spoon	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Knife	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Fork	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Spoon	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Teaspoon	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Serving Spoon	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Crockery																															
Plate	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Side Plate	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Pudding bowl	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Cup & Saucer	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Glass	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	
Milk jug	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	
Sugar pot	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	
Salt & pepper Set	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	1.00	1.00	1.00	2.00	2.00	
Tea Kettle	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	
Water Jug	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	2.00	2.00	2.00	4.00	4.00	
Other																															
Urn	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	20.00	20.00	20.00	40.00	40.00	
Decoration																															
Table Cloth (Rectangular)	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	10.00	10.00	10.00	20.00	20.00	
Table Cloth (Round)	15.00	15.00	15.00	30.00	30.00	15.00	15.00	15.00	30.00	30.00	15.00	15.00	15.00	30.00	30.00	15.00	15.00	15.00	30.00	30.00	15.00										

**COMMUNITY HALLS**  
MMABATHO CIVIC CENTRE

Conditions:	Conditions:	Conditions:	Conditions:	Conditions:
1. The deposit will be used to repair damage if any. Damage in excess of the deposit will be borne by the user. The deposit or balance thereof will be refunded to the user after a period of one month if there is no damage to the property.	The deposit will be used to repair damage if any. Damage in excess of the deposit will be borne by the user. The deposit or balance thereof will be refunded to the user after a period of one month if there is no damage to the property.	The deposit will be used to repair damage if any. Damage in excess of the deposit will be borne by the user. The deposit or balance thereof will be refunded to the user after a period of one month if there is no damage to the property.	The deposit will be used to repair damage if any. Damage in excess of the deposit will be borne by the user. The deposit or balance thereof will be refunded to the user after a period of one month if there is no damage to the property.	The deposit will be used to repair damage if any. Damage in excess of the deposit will be borne by the user. The deposit or balance thereof will be refunded to the user after a period of one month if there is no damage to the property.
2. Loose items can only be hired out in conjunction with the hiring of the fixed facility.	Loose items can only be hired out in conjunction with the hiring of the fixed facility.	Loose items can only be hired out in conjunction with the hiring of the fixed facility.	Loose items can only be hired out in conjunction with the hiring of the fixed facility.	Loose items can only be hired out in conjunction with the hiring of the fixed facility.
3. No alcohol is allowed on the premises.	No alcohol is allowed on the premises.	No alcohol is allowed on the premises.	No alcohol is allowed on the premises.	No alcohol is allowed on the premises.
4. Disruptive events will not be allowed.	Disruptive events will not be allowed.	Disruptive events will not be allowed.	Disruptive events will not be allowed.	Disruptive events will not be allowed.

<u>2010/2011</u>		<u>REVISED 2010/2011</u>		<u>2010/2011</u>	<u>2010/2011</u>	<u>2010/2011</u>	<u>2010/2011</u>
DESCRIPTION	AMOUNT		AMOUNT		AMOUNT		AMOUNT
Refundable Deposit Hall		Not available for external rental for Library Purposes only		Not available for external rental for Library Purposes only		Not available for external rental for Library Purposes only	
Hall Hiring (per session is for a period of 4 hours)							
Refundable Deposit for TV & DVD/Video Machine							
Television							
DVD/Video Machine							
Cup & Saucer							
Water Jug							
Glass							

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2010**

**PARKS AMENITIES**

APPROVED 2010/2011

REVISED 2010/2011

PROPOSED 2011/2012

PROPOSED 2012/2013

FACILITY	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT <sup>1</sup>	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT <sup>1</sup>	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT <sup>1</sup>	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT	WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT <sup>1</sup>	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT
	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day	per day
<b>Botanical Park</b>																				
Festival (New)						15 000.00	15 000.00	1 500.00	16 500.00	16 500.00	16 050.00	16 050.00	1 605.00	17 655.00	17 523.00	16 996.95	16 996.95	1 765.50	18 762.45	18 762.45
Bash (New)						15 000.00	15 000.00	1 500.00	16 500.00	16 500.00	16 050.00	16 050.00	1 605.00	17 655.00	17 523.00	16 996.95	16 996.95	1 765.50	18 762.45	18 762.45
Church services (New)						500.00	500.00	500.00	500.00	500.00	535.00	535.00	535.00	535.00	531.00	566.57	566.57	566.57	562.33	562.33
Birthday parties & parties (New)						1 500.00	1 500.00	1 500.00	1 500.00	1 500.00	1 605.00	1 605.00	1 605.00	1 605.00	1 593.00	1 699.70	1 699.70	1 699.70	1 686.99	1 686.99
Photo shoot (New)						250.00	250.00	250.00	250.00	250.00	267.50	267.50	267.50	267.50	265.50	283.28	283.28	283.28	281.16	281.16
Marriage vows (New)						250.00	250.00	250.00	250.00	250.00	267.50	267.50	267.50	267.50	265.50	283.28	283.28	283.28	281.16	281.16
<b>Montshioa stadium</b>																				
Soccer field (New)						350.00	350.00	350.00	350.00	350.00	374.50	374.50	374.50	374.50	371.70	396.60	396.60	396.60	396.60	396.60
Full house (New)						850.00	850.00	850.00	850.00	850.00	909.50	909.50	909.50	909.50	902.70	963.16	963.16	963.16	963.16	963.16
<b>Equipments</b>																				
Chainsaw and operator (New)						117.99	117.99	117.99	117.99	117.99	126.25	126.25	126.25	126.25	125.31	133.70	133.70	138.87	272.57	272.57
Operator p/h (New)						33.96	33.96	33.96	33.96	33.96	36.34	36.34	36.34	36.34	36.07	38.48	38.48	39.97	78.45	78.45

PROPOSED 2012/2013

WEEKDAY TARIFF	WEEKEND AND HOLIDAY TARIFF	DEPOSIT <sup>1</sup>	WEEKLY TARIFF INCLUDING DEPOSIT	WEEKEND & HOLIDAY TARIFF INCLUDING DEPOSIT
per day	per day	per day	per day	per day
17 999.77	17 999.77	1 942.05	19 941.82	19 941.82
17 999.77	17 999.77	1 942.05	19 941.82	19 941.82
599.99	599.99	599.99	562.33	562.33
1 799.98	1 799.98	1 799.98	1 686.99	1 686.99
300.00	300.00	300.00	281.16	281.16
300.00	300.00	300.00	281.16	281.16
419.99	419.99	419.99	419.99	419.99
1 019.99	1 019.99	1 019.99	1 019.99	1 019.99
141.59	141.59	152.76	294.35	294.35
40.75	40.75	43.97	84.72	84.72

# **SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2011**

*(ALL TARIFFS ARE EXCLUDING VAT)*

Mafikeng Local Municipality hereby gives a notice that the following tariffs shall apply throughout its area of Jurisdiction with effect from the date of approval of the Outdoor Advertisings Policy.

APPROVED  
2010/2011

PROPOSED  
2011/2012

PROPOSED  
2012/2013

PROPOSED  
2013/2014

## **CLASS 1 SIGNS: BILL BOARDS AND OTHER HIGH IMPACT FREESTANDING SIGNS**

DESCRIPTION	TARIFF		TARIFF		TARIFF		TARIFF	
	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT
<b>Application Fee</b> <ul style="list-style-type: none"> <li>Third Party Signs</li> <li>Super billboards</li> <li>Custom-made billboards</li> <li>Large billboards</li> <li>Small billboards and tower structures</li> </ul>	R 438.60	R 500.00 per sign	R 469.30	R 535.00 per sign	R 502.15	R 572.45 per sign	R 537.30	R 612.53 per sign
<b>Approval Fee</b> <ul style="list-style-type: none"> <li>Third Party Signs</li> <li>Super billboards</li> <li>Custom-made billboards</li> <li>Large billboards</li> <li>Small billboards and tower structures</li> </ul>	R 43.85	R 50.00 per m <sup>2</sup> of the total face of each sign.	R 46.92	R 53.50 per m <sup>2</sup> of the total face of each sign.	R 50.20	R 57.24 per m <sup>2</sup> of the total face of each sign.	R 53.72	R 61.25 per m <sup>2</sup> of the total face of each sign.
<b>Building Plan Fee:</b> Primary Right Signs <ul style="list-style-type: none"> <li>Super billboard</li> <li>Custom-made billboards</li> <li>Large billboards</li> <li>Small billboards and tower structure</li> </ul>	R 307.01	R 350.00 per sign	R 328.50	R 374.50 per sign	R 351.50	R 400.72 per sign	R 376.10	R 428.76 per sign
<b>Removal fee:</b> Primary Right Sign and Third Party Right Signs <ul style="list-style-type: none"> <li>Super billboard</li> <li>Custom-made billboards</li> <li>Large billboards</li> <li>Small billboards and tower structure</li> </ul>	R 87.71	R 100.00 per m <sup>2</sup> of the total face of each sign.	R 93.85	R 107.00 per m <sup>2</sup> of the total face of each sign.	R 100.42	R 114.49 per m <sup>2</sup> of the total face of each sign.	R 107.45	R 122.50 per m <sup>2</sup> of the total face of each sign.
Rental per sign erected or affixed to Municipal Property by non media owners: According to Road classification: <ul style="list-style-type: none"> <li>Class 1 - Primary metropolitan distributors</li> <li>Class 2 - Metropolitan distributors</li> <li>Class 3 - District distributor</li> <li>Class 4 &amp; 5 Collector and Access street</li> </ul>	Monthly rental payable in advance per m <sup>2</sup> of the face of each sign		Monthly rental payable in advance per m <sup>2</sup> of the face of each sign		Monthly rental payable in advance per m <sup>2</sup> of the face of each sign		Monthly rental payable in advance per m <sup>2</sup> of the face of each sign	
	R 52.63	R 60.00	R 56.31	R 64.20	R 60.26	R 68.69	R 64.47	R 73.50
	R 43.85	R 50.00	R 46.92	R 53.50	R 50.20	R 57.24	R 53.72	R 61.25
	R 26.31	R 30.00	R 28.15	R 32.10	R 30.12	R 34.35	R 32.23	R 36.75
	R 8.77	R 10.00	R 9.38	R 10.70	R 10.04	R 11.45	R 10.74	R 12.25
Rental per sign erected or affixed to Municipal Property by media owners not being flighted. Irrelevant as to which Road classification applies <ul style="list-style-type: none"> <li>Board not being flighted</li> </ul>	Monthly rental payable in advance per m <sup>2</sup> of the face of each sign		Monthly rental payable in advance per m <sup>2</sup> of the face of each sign		Monthly rental payable in advance per m <sup>2</sup> of the face of each sign		Monthly rental payable in advance per m <sup>2</sup> of the face of each sign	
	R 8.71	R 10.00	R 9.32	R 10.69	R 9.97	R 11.44	R 10.67	R 12.23

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2011**  
**(ALL TARIFFS ARE EXCLUDING VAT)**

**CLASS 2 SIGNS: POSTERS AND GENERAL SIGNS**

DESCRIPTION	TARIFF		TARIFF		TARIFF		TARIFF	
	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT
<b>Application Fee</b>								
▪ Primary Rights and Third Party Signs	R 87.71	R 100.00	R 93.85	R 107.00	R 100.42	R 114.49	R 107.45	R 122.50
▪ Banners and Flags								
▪ Sale of goods and livestock	R 26.31	R 30.00	R 28.15	R 32.10	R 30.12	R 34.35	R 32.23	R 36.75
▪ Pavement posters and notices for schools, welfare organizations and churches								
<b>Building plan Fee</b>								
Third Party Signs	R 131.57	R 150.00 per new sign	R 140.78	R 160.50 per new sign	R 150.63	R 171.73 per new sign	R 161.18	R 183.75 per new sign
▪ Street name Advertisements	R 43.85	R 50.00	R 46.92	R 53.50	R 50.20	R 57.24	R 53.72	R 61.25
<b>Deposit</b>								
Primary Right Signs and Third Party Signs								
▪ Banners and flags	R 263.15	R 300.00	R 281.57	R 321.00	R 301.28	R 343.47	R 322.37	R 367.51
<b>Third Party Signs</b>								
▪ Sale of goods and livestock	R 17.54	R 20.00 per sign per month	R 18.77	R 21.40 per sign per month	R 20.08	R 22.89 per sign per month	R 21.49	R 24.50 per sign per month
▪ Pavement poster and notices	R 17.54	R 20.00 per sign per month	R 18.77	R 21.40 per sign per month	R 20.08	R 22.89 per sign per month	R 21.49	R 24.50 per sign per month
▪ Welfare organization and churches	R 17.54	R 20.00 per sign per month	R 18.77	R 21.40 per sign per month	R 20.08	R 22.89 per sign per month	R 21.49	R 24.50 per sign per month
<b>Annual Licencing Fee</b>								
Primary Right Sign and Third Party Sign								
▪ Estate Agents boards	R 631.57	R 720.00 per agency per year	R 675.78	R 770.40 per agency per year	R 723.08	R 824.33 per agency per year	R 773.70	R 882.03 per agency per year
<b>Removal Fee</b>								
Primary Right Signs and Third Party Signs								
▪ Banners and flags	R 43.85	R 50.00 per sign	R 46.92	R 53.50 per sign	R 50.20	R 57.24 per sign	R 53.72	R 61.25 per sign
▪ Project boards	R 438.60	R 500.00 per sign	R 469.30	R 535.00 per sign	R 502.15	R 572.45 per sign	R 537.30	R 612.53 per sign
Third Party Signs								
Estate agent boards								
Sale of goods and livestock	R 17.54	19.9956 per sign	R 18.77	21.395292 per sign	R 20.08	22.892962 per sign	R 21.49	24.49547 per sign
Pavement posters and notices for schools, welfare organizations and churches								
<b>Contracts</b>								
▪ Large posters and advertisements on street furniture								
▪ Suburban ads								
▪ Street name advertisement								
▪ Newspapers								
▪ Semi permanent pavement posters								
▪ Exempted Signs	R Nil	R Nil	R Nil	R Nil	R Nil	R Nil	R Nil	R Nil
▪ Temporary window signs								
▪ Neighborhood watch and similar schemes								
▪ Product replicas and three dimensional signs								
▪ Central Government, Provincial Government and Municipal election advertisements								

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2011**

*(ALL TARIFFS ARE EXCLUDING VAT)*

- Project boards

**CLASS 3 SIGNS: SIGNS ON BUILDINGS, STRUCTURES AND PREMISES**

DESCRIPTION	TARIFF			TARIFF			TARIFF			TARIFF	
	Excl. VAT	Incl. VAT		Excl. VAT	Incl. VAT		Excl. VAT	Incl. VAT		Excl. VAT	Incl. VAT
<b>Application fee:</b> Primary Right Signs ▪ Advertising on towers, bridges, pylons Third Party Signs ▪ Sky signs ▪ Roof signs ▪ On – premises business signs ▪ Advertising on construction site boundary walls fences	R 438.60	R 500.00		R 469.30	R 535.00		R 502.15	R 572.45		R 537.30	R 612.53
	R 438.60	R 500.00		R 469.30	R 535.00		R 502.15	R 572.45		R 537.30	R 612.53
	R 438.60	R 500.00		R 469.30	R 535.00		R 502.15	R 572.45		R 537.30	R 612.53
<b>Approval fee</b> Third Party Signs ▪ Roof signs ▪ On – premises business signs ▪ Advertising on towers, bridges and pylons	R 43.85	R 50.00 per sign m <sup>2</sup> of the total face of the sign		R 46.92	R 53.50 per sign m <sup>2</sup> of the total face of the sign		R 502.15	R 572.46 per sign m <sup>2</sup> of the total face of the sign		R 537.30	R 612.54 per sign m <sup>2</sup> of the total face of the sign
<b>Building plan fee:</b> Primary Right Signs ▪ Sky Sign ▪ Roof Signs ▪ On – premises business sign ▪ Advertising on towers, bridges and pylons	R 43.85	R 50.00 per sign m <sup>2</sup> of the total face of the sign		R 46.92	R 53.50 per sign m <sup>2</sup> of the total face of the sign		R 502.15	R 572.46 per sign m <sup>2</sup> of the total face of the sign		R 537.30	R 612.54 per sign m <sup>2</sup> of the total face of the sign
	R 307.01	R 350.00 per sign		R 328.50	R 374.50 per sign		R 502.15	R 572.46 per sign		R 537.30	R 612.54 per sign
<b>Removal fee:</b> Third Party Signs ▪ Sky Signs ▪ Roof Signs ▪ Advertising on towers, bridges and pylons	R 87.71	R 100.00 per sign m <sup>2</sup> of the total face of the sign		R 93.85	R 107.00 per sign m <sup>2</sup> of the total face of the sign		R 502.15	R 572.46 per sign m <sup>2</sup> of the total face of the sign		R 537.30	R 612.54 per sign m <sup>2</sup> of the total face of the sign
<b>Rental for sign erected or affixed to Council property by non media owners:</b> According to Road Classification (applicable to advertising on towers, bridges and pylons) ▪ Class1- Primary Metropolitan Distributor ▪ Class 2- Metropolitan distributors ▪ Class 3 – District distributors ▪ Class 4 & 5 Collectors and access street	Monthly rental payable in advance per m <sup>2</sup> of total face of each sign			Monthly rental payable in advance per m <sup>2</sup> of total face of each sign			Monthly rental payable in advance per m <sup>2</sup> of total face of each sign			Monthly rental payable in advance per m <sup>2</sup> of total face of each sign	
	R 52.63	R 60.00		R 56.31	R 64.20		R 502.15	R 572.45		R 537.30	R 612.53
	R 43.85	R 50.00		R 46.92	R 53.50		R 502.15	R 572.46		R 537.30	R 612.54
	R 26.31	R 30.00		R 28.15	R 32.10		R 502.15	R 572.46		R 537.30	R 612.54
	R 8.77	R 10.00		R 9.38	R 10.70		R 502.15	R 572.45		R 537.30	R 612.53



**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2011**  
(ALL TARIFFS ARE EXCLUDING VAT)

**CLASS 4 SIGNS: SIGNS FOR TOURIST AND TRAVELLERS**

DESCRIPTION	TARIFF		TARIFF		TARIFF		TARIFF	
	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT
<b>Application Fee</b> Third Party Signs ▪ Service facility signs	R 438.60	R 500.00 per sign	R 469.30	R 535.00 per sign	R 502.15	R 572.45 per sign	R 537.30	R 612.53 per sign
<b>Building Plan Fee:</b> Primary Right Signs ▪ Service facility sign	R 43.85 R 307.01	per m <sup>2</sup> of the total face R 50.00 of the sign R 350.00 per sign	R 46.92 R 328.50	per m <sup>2</sup> of the total face R 53.50 of the sign R 374.50 per sign	R 502.15 R 502.15	per m <sup>2</sup> of the total face R 572.46 of the sign R 572.46 per sign	R 537.30 R 537.30	per m <sup>2</sup> of the total face R 612.54 of the sign R 612.54 per sign
<b>Removal Fee</b> Primary Right Sign and Third Party Signs ▪ Service facility signs	R 87.71	per sign m <sup>2</sup> of the total face of the sign R 100.00	R 93.85	per sign m <sup>2</sup> of the total face of the sign R 107.00	R 502.15	per sign m <sup>2</sup> of the total face of the sign R 572.46	R 537.30	per sign m <sup>2</sup> of the total face of the sign R 612.54
<b>Rental for signs erected or affixed to Municipal property by non media owners:</b> According to Road Classification ▪ Class 1- Primary metropolitan distributors ▪ Class 2- Metropolitan Distributors ▪ Class 3- District Distributors ▪ Class 4 & 5 Collector and access street	Monthly rental payable in advance per m <sup>2</sup> of total face of each sign  R 52.63 R 43.85 R 26.31 R 8.77	per m <sup>2</sup> of total face of each sign  R 60.00 R 50.00 R 30.00 R 10.00	Monthly rental payable in advance per m <sup>2</sup> of total face of each sign  R 56.31 R 46.92 R 28.15 R 9.38	per m <sup>2</sup> of total face of each sign  R 64.20 R 53.50 R 32.10 R 10.70	Monthly rental payable in advance per m <sup>2</sup> of total face of each sign  R 502.15 R 502.15 R 502.15 R 502.15	per m <sup>2</sup> of total face of each sign  R 572.45 R 572.46 R 572.46 R 572.45	Monthly rental payable in advance per m <sup>2</sup> of total face of each sign  R 537.30 R 537.30 R 537.30 R 537.30	per m <sup>2</sup> of total face of each sign  R 612.53 R 612.54 R 612.54 R 612.53
<b>Rental per sign erected or affixed to the Municipal property by media owners not being flighted</b> Irrelevant as to which Road classification applies: ▪ Board not being flighted	Monthly rental payable in advance per m <sup>2</sup> of total face of each sign  R 8.77	per m <sup>2</sup> of total face of each sign  R 10.00	Monthly rental payable in advance per m <sup>2</sup> of total face of each sign  R 9.38	per m <sup>2</sup> of total face of each sign  R 10.70	Monthly rental payable in advance per m <sup>2</sup> of total face of each sign  R 502.15	per m <sup>2</sup> of total face of each sign  R 572.45	Monthly rental payable in advance per m <sup>2</sup> of total face of each sign  R 537.30	per m <sup>2</sup> of total face of each sign  R 612.53
<b>Exempted Signs</b> ▪ Sponsored road traffic projects ▪ Functional advertisements by public bodies	R Nil	R Nil	R Nil	R Nil	R Nil	R Nil	#VALUE!	R Nil

**SCHEDULE OF TARIFFS AND FEES WITH EFFECT FROM 1 JULY 2011**  
**(ALL TARIFFS ARE EXCLUDING VAT)**

**CLASS 5 SIGNS: MOBILE SIGNS**

DESCRIPTION	TARIFF		TARIFF		TARIFF		TARIFF	
	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT	Excl. VAT	Incl. VAT
<b>Application</b> Primary Right Signs Third Party Signs ▪ Aerial signs (temporary) up to four days	R 87.87	per event per month per sign R 100.00	R 94.02	per event per month per sign R 107.01	R 502.15	per event per month per sign R 572.28	R 537.30	per event per month per sign R 612.36
<b>Removal Fee</b> Third Party Signs ▪ Trailer advertising ▪ Vehicular Advertising ▪ Bicycle Advertising ▪ Primary Right Signs and Third Party Signs ▪ Aerial Signs	R 701.75	per trailer R 800.00	R 750.87	per trailer R 855.99	R 502.15	per trailer R 572.45	R 537.30	per trailer R 612.53
	R 701.75	per trailer R 800.00	R 750.87	per trailer R 855.99	R 502.15	per trailer R 572.45	R 537.30	per trailer R 612.53
	R 175.43	per bicycle R 200.00	R 187.71	per bicycle R 214.00	R 502.15	per bicycle R 572.46	R 537.30	per bicycle R 612.54
	R 87.71	per sign R 100.00	R 93.85	per sign R 107.00	R 502.15	per sign R 572.46	R 537.30	per sign R 612.54

1. All charges except removal fees are, levied in terms of this tariff table are payable in advance.
2. The classification of signs as listed herein is in accordance with the South African Manual of Outdoor Advertising (SAMOA) dated April 1998 issued by the Department of Environmental Affairs and Tourism.
3. In the case of a primary sign (being a sign advertising a business being conducted on or in the property on which the sign is to be erected or to which it is to be affixed the tariff prescribed is payable by the owner or tenant (s) of the property on which the sign is to be erected or to which the sign is to be affixed.